Sms+ Client User Manual

Index

INTRODUCTION 2

LOGIN 3

- **Login:** 3
- **Forgot Password:** 4

SEND SMS 5

- **Single Sms:** 5
- **Bulk Sms:** 6
- **Personalised Bulk Sms:** 6
- **Group Sms:** 7
- **Scheduling Sms:** 9

JOB MANAGEMENT 10

ADDRESS BOOK 12

- **Group Management:** 12
- **Add Distribution List:** 22

REPORTS 30

- **Credit Details:** 30
- **Today's Stats:** 31
- **Sms Report:** 32

Copyright © 2014 USHMID.com All Right Reserved.

Sms Summary: 32
USER PROFILE 33
COVERAGE DETAILS 34
ADDITIONAL FEATURES 36

INTRODUCTION

The SMS+ Client is an easy way to send sms to multiple mobile numbers including country code. With just a few clicks user can send sms using the Send Sms option, user can send text or flash or unicode messages to customers, friends, office employees or relatives from anywhere in the world. User doesn't require any prior knowledge or special training for using the features provided in SMS+ client.

In Send SMS, there are three ways for sending sms as follows:

- The Single Sms option provides the facility to send sms for up to 100 mobile numbers including country code,
- Bulk SMS option provides the facility to send sms by uploading text file containing mobile numbers including country code and
- Group SMS option provides the facility to send sms by adding contacts from groups or distribution list created in Address Book.

User is allowed to schedule sending of sms on a particular date and time. The entire scheduled and executing jobs are displayed in Job Management option. SMS+ Client lets the user to create groups and distribution list and manage the contacts using the Address Book option.

In Reports, user gets the detailed credit history in Credit Details option. User can view sent sms log in SMS Report option as well as export in comma-separated format (.csv). User can also view sent sms summary in SMS Summary option.

Also provides facility to manage User's details in User Profile and displays detailed coverage information of the user which can be exported in pdf format.

Features:

- World-wide price based routing system.
- Send text, unicode and flash messages from PC to mobile numbers.
- Facility to send sms using multi-language characters (using Unicode messages)
- Fast Delivery.
- Reports for viewing detailed information of sent sms.
- Unlimited storage of contact numbers in Groups and Distribution lists.
- Accurate DLR Report.

User friendly, does not require any prior knowledge to use.

Copyright © 2014 USHMID.com All Right Reserved.

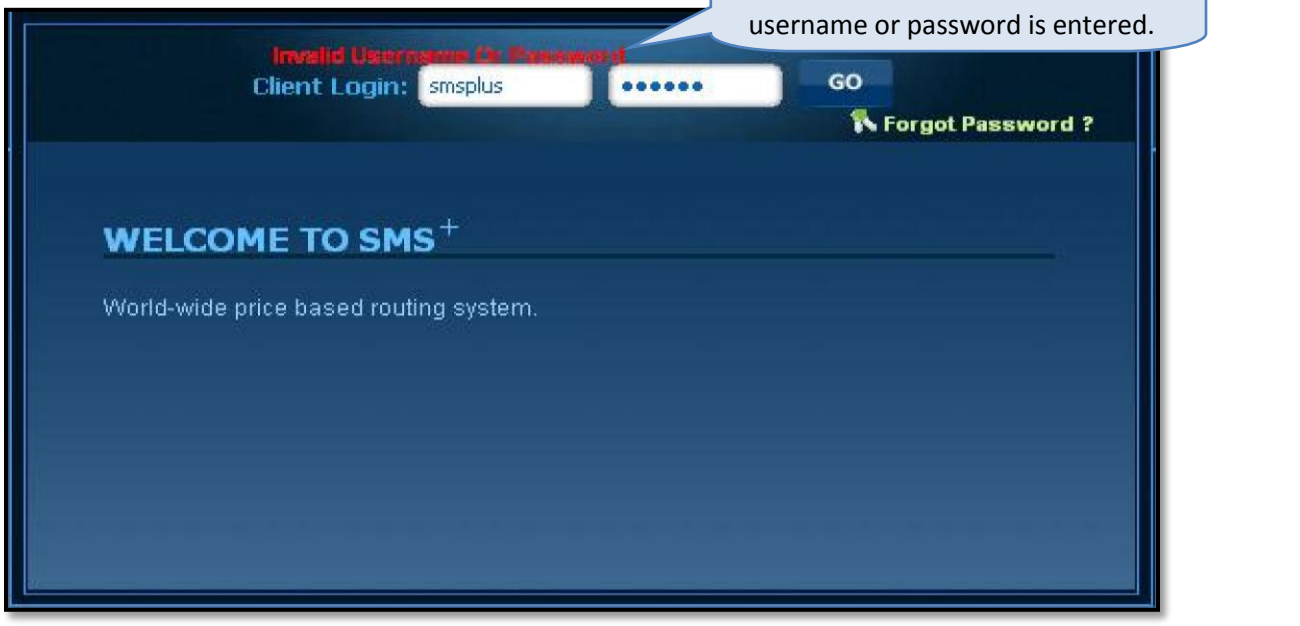
LOGIN

Login:

On account creation, user will receive a mail containing the URL of the SMS+ Client for sending messages. On visiting the link user will be shown the following page:-

Client Login: smsplus
GO
Forgot Password ?
WELCOME TO SMS+
World-wide price based routing system.
Click here to Log–in to the SMS+ Client
Enter the username provided in the registration mail.
Enter the password provided in the registration mail.

If user enters an incorrect username or password, user will be redirected back to the login page with an error message as shown below:-

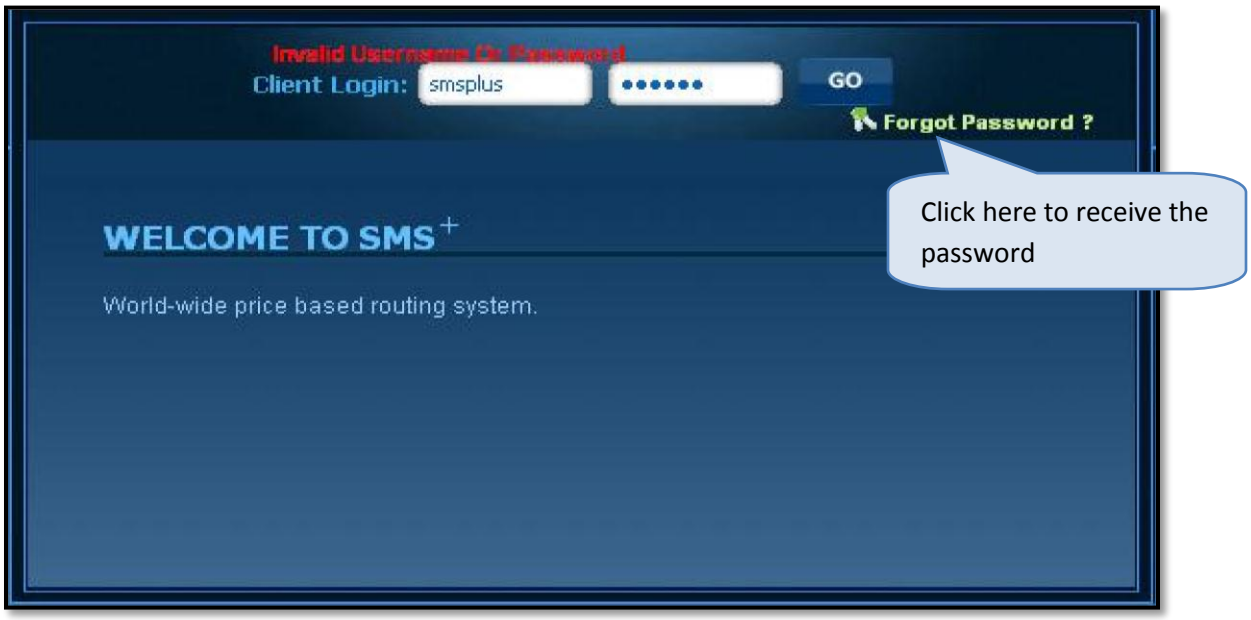

Invalid Username Or Password
Client Login: smsplus
GO
Forgot Password ?
WELCOME TO SMS+
World-wide price based routing system.
Displays message if wrong username or password is entered.

Copyright © 2014 USHMID.com All Right Reserved.

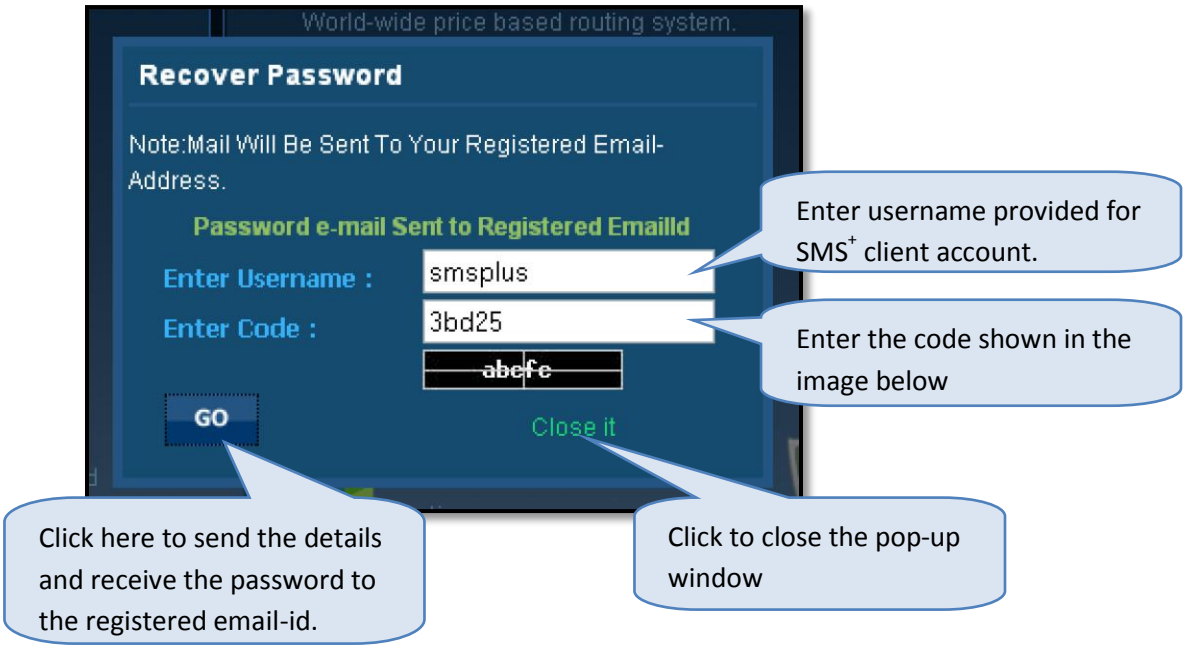
USHMID SMS CLIENT USER MANUAL

Forgot Password:

If user has forgotten or lost password of the account, user can recovery by clicking on the Forgot Password link provided on the login page.



After submitting the required details, user's password will be mailed on the email id provided by the user on account registration.


World-wide price based routing system.
Recover Password
Note:Mail Will Be Sent To Your Registered Email-Address.
Password e-mail Sent to Registered EmailId
Enter Username :
smsplus
Enter Code :
3bd25
abefe
GO
Close it
Enter username provided for SMS+ client account.
Enter the code shown in the image below
Click here to send the details and receive the password to the registered email-id.
Click to close the pop-up window

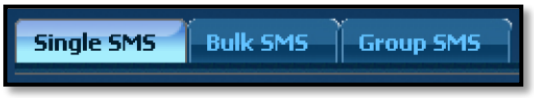
Copyright © 2014 USHMID.com All Right Reserved.

SEND SMS

The 'Send Sms' menu provides the ability to send messages through three different ways:-

1. Single Sms: Send Sms to any 100 mobile numbers including country code directly.
2. Bulk Sms: For sending messages by uploading mobile numbers including country code from a text file at a time.
3. Group Sms: For sending messages to already defined groups or the distribution list in the address book.

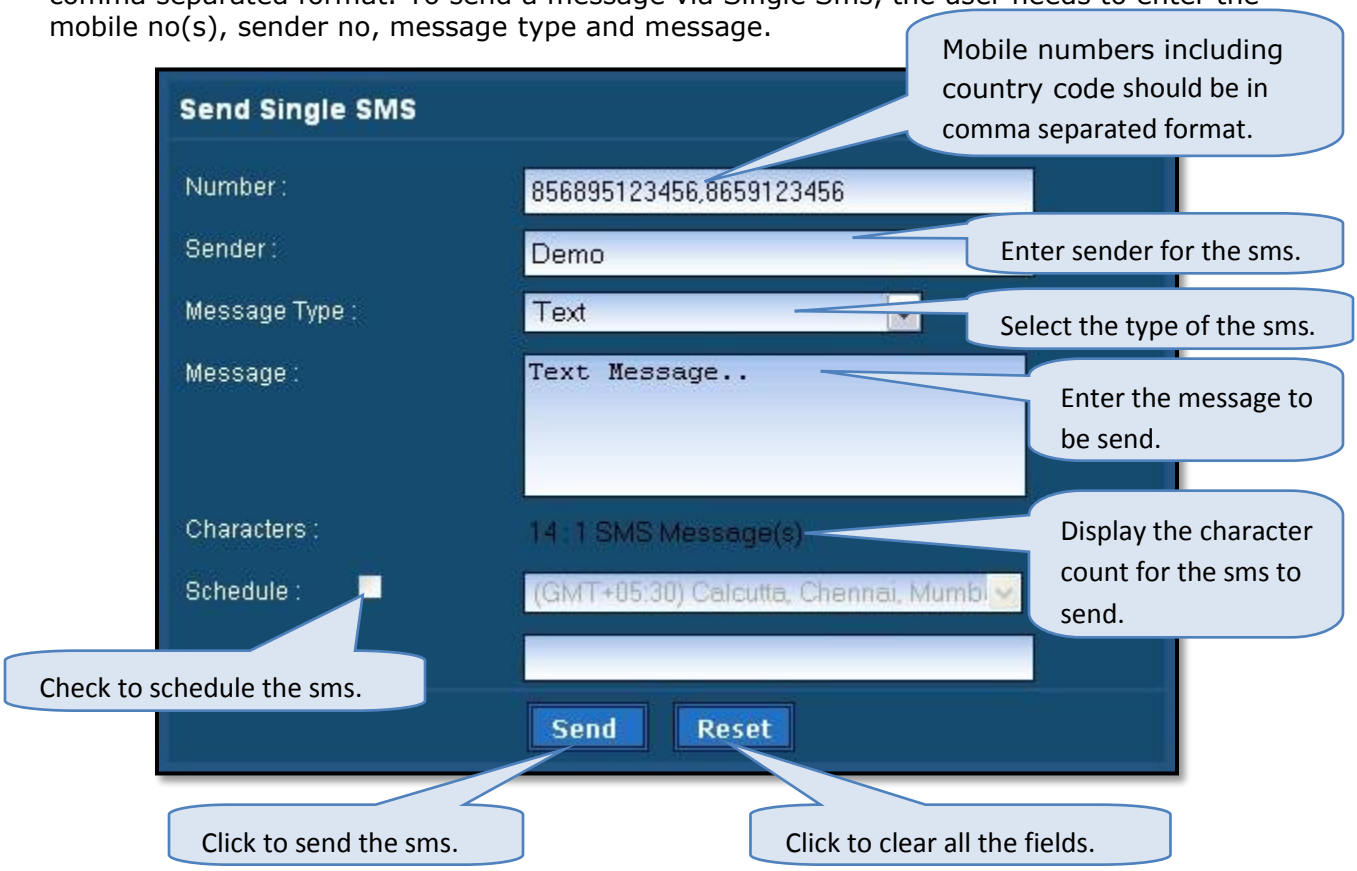
All the three ways provide facility to schedule message on a particular date and time.



We will discuss each in detail in the following sections.

Single Sms:

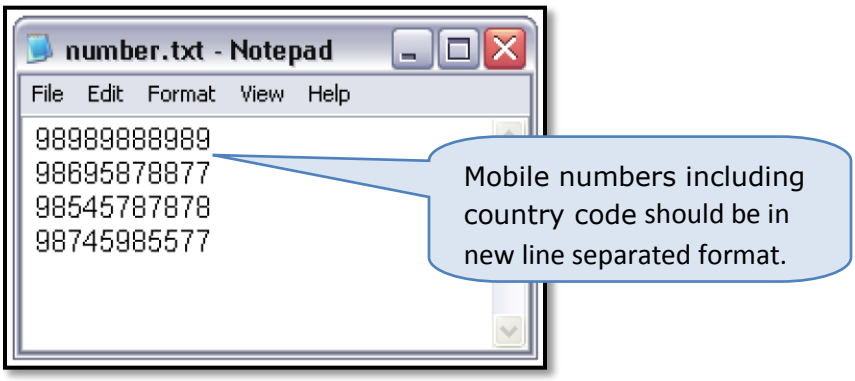
Single SMS option enables to send messages up to 100 mobile numbers including country code at the same time. Enter the mobile numbers including country code in a comma separated format. To send a message via Single Sms, the user needs to enter the mobile no(s), sender no, message type and message.

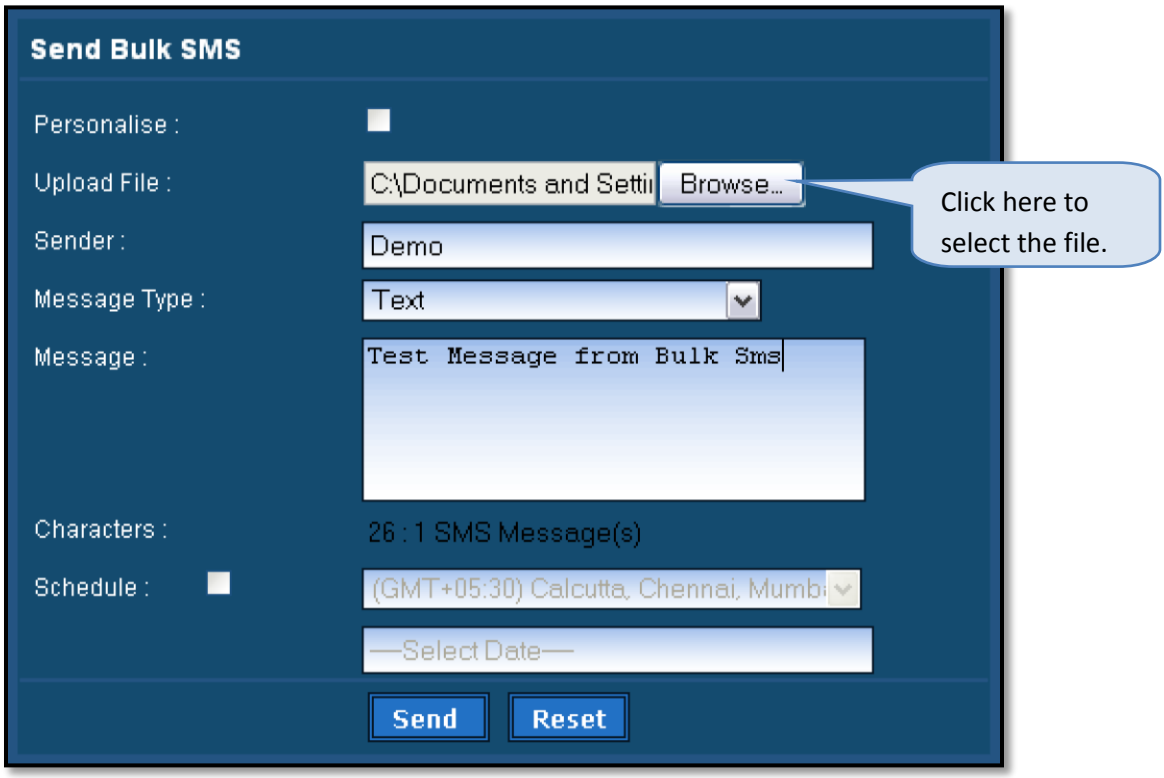


Copyright © 2014 USHMID.com All Right Reserved.

BULK SMS

Bulk SMS option provides facility to send SMS to multiple users just by selecting text file (.txt) or comma-separated file (.csv) containing mobile numbers including country code in a line separated format as shown below.



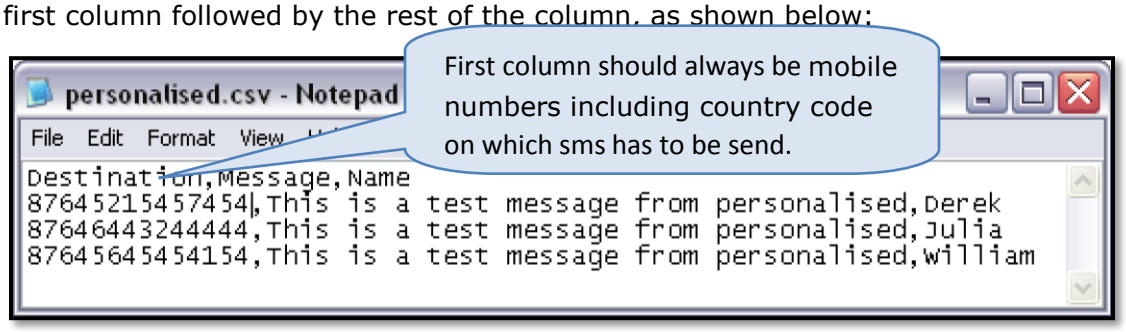


PERSONALISED BULK SMS

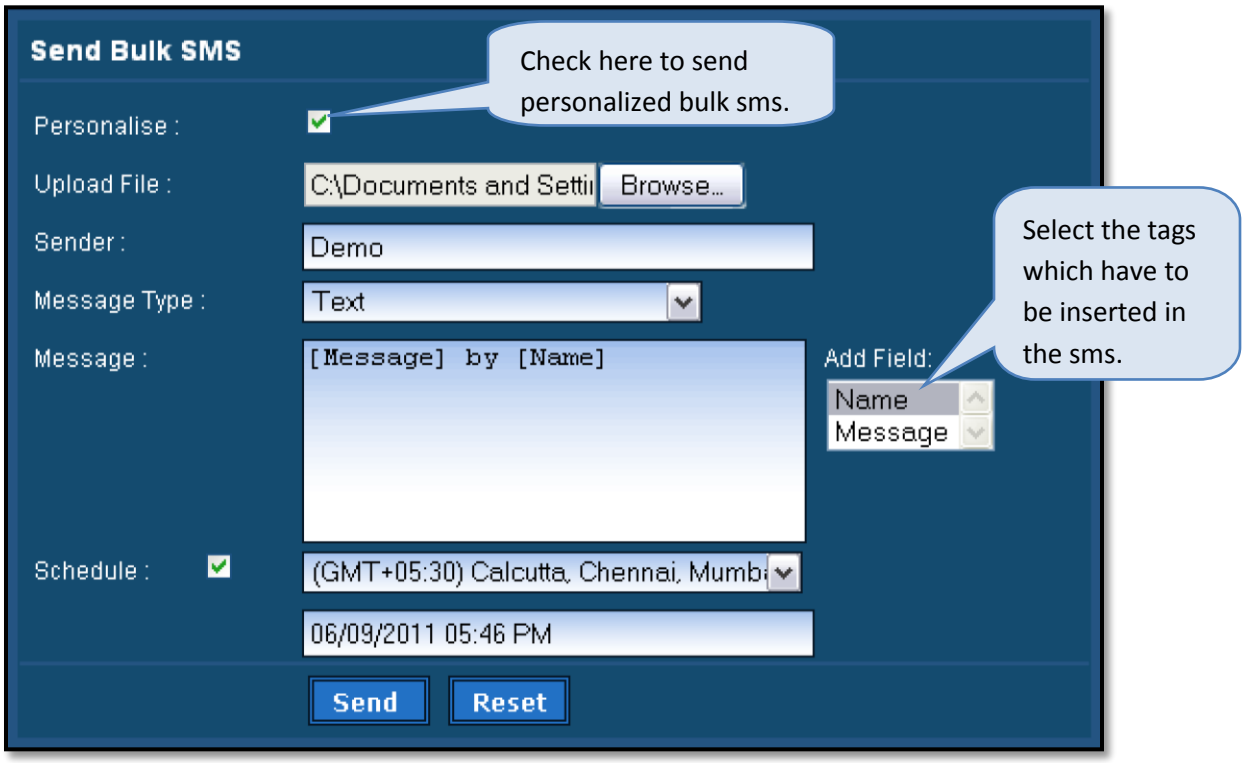
Bulk SMS also provides facility to send personalised SMS by selecting commaseparated (.csv) file in which the mobile numbers including country code must always be

Copyright © 2014 USHMID.com All Right Reserved.

The first column followed by the rest of the column, as shown below:


personalised.csv - Notepad
File Edit Format View
First column should always be mobile numbers including country code on which sms has to be send.
Destination,Message,Name
87645215457454,This is a test message from personalised,Derek
87646443244444,This is a test message from personalised,Julia
87645645454154,This is a test message from personalised,william

For sending Personalised Bulk SMS check the Personalise checkbox and enter sender, select message type and select the tags to compose the personalised message. Using personalised bulk sms user can send sms to maximum 10000 mobile numbers.



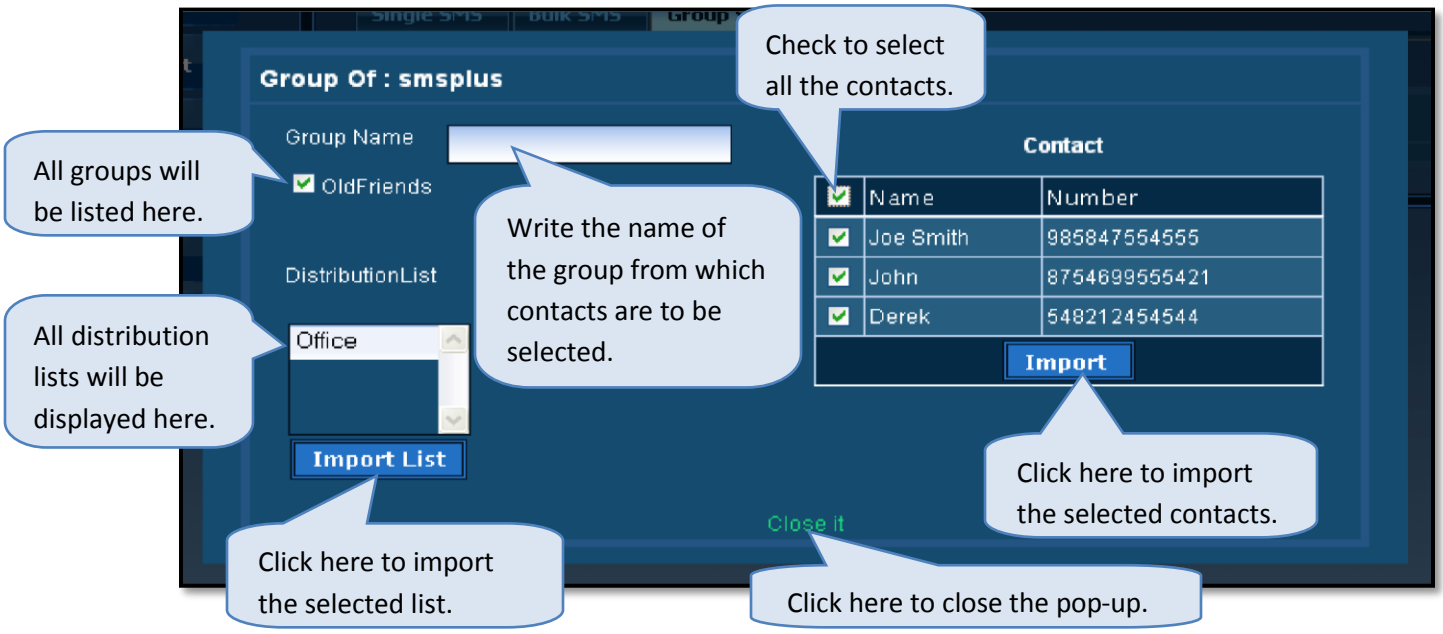
GROUP SMS

Group SMS provides facility to send message to the specific set of contacts.

Copyright © 2014 USHMID.com All Right Reserved.

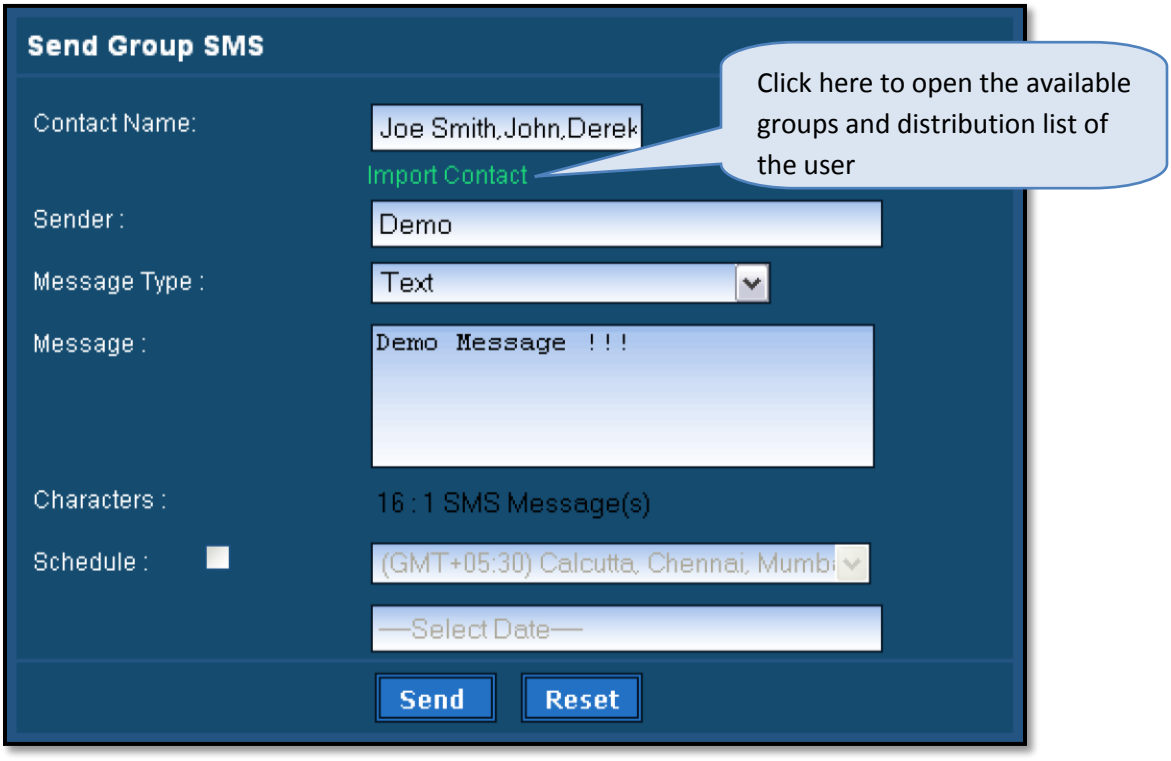
Group SMS works in same manner as Bulk SMS, only difference is that Group SMS takes mobile

a distribution list and clicking the Import List Link.



Copyright © 2014 USHMID.com All Right Reserved.

numbers including country code from Address Book in the form of Group or Distribution list.



Contact numbers can be selected by clicking the Import Contact Link or by selecting

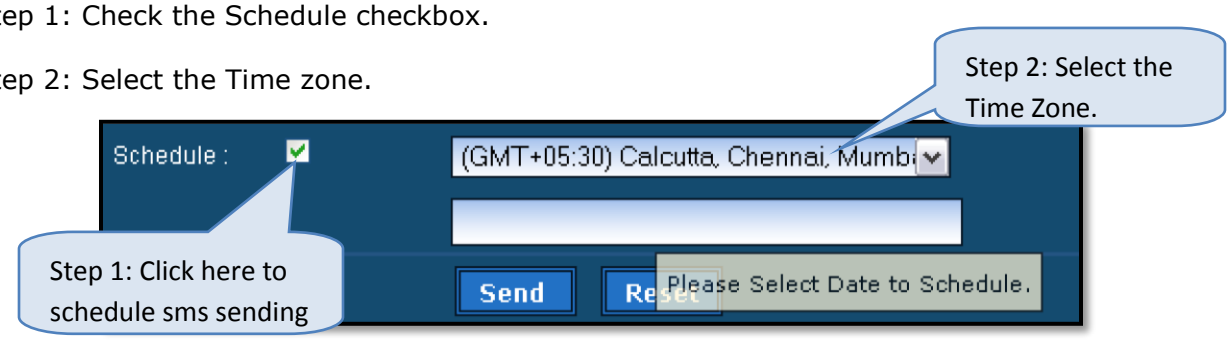
SCHEDULING SMS

Scheduling SMS facility provides user to schedule message to send on a particular date and time. All the Send Sms modes provide sms scheduling facility.

To Schedule Sms the following step have to be carried out:

Step 1: Check the Schedule checkbox.

Step 2: Select the Time zone.

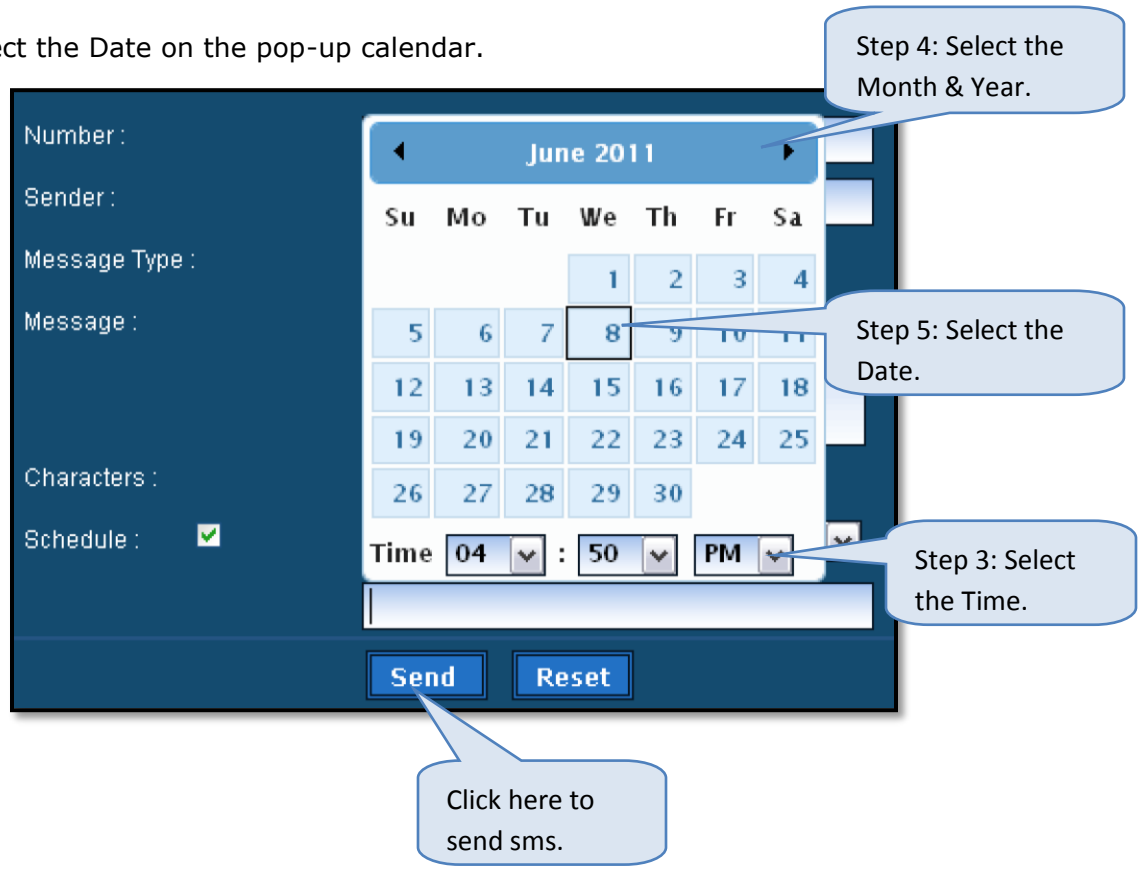


Step 3: Select the Time on the pop-up calendar.

Copyright © 2014 USHMID.com All Right Reserved.

Step 4: Select the Month & Year on the pop-up calendar.

Step 5: Select the Date on the pop-up calendar.



JOB MANAGEMENT

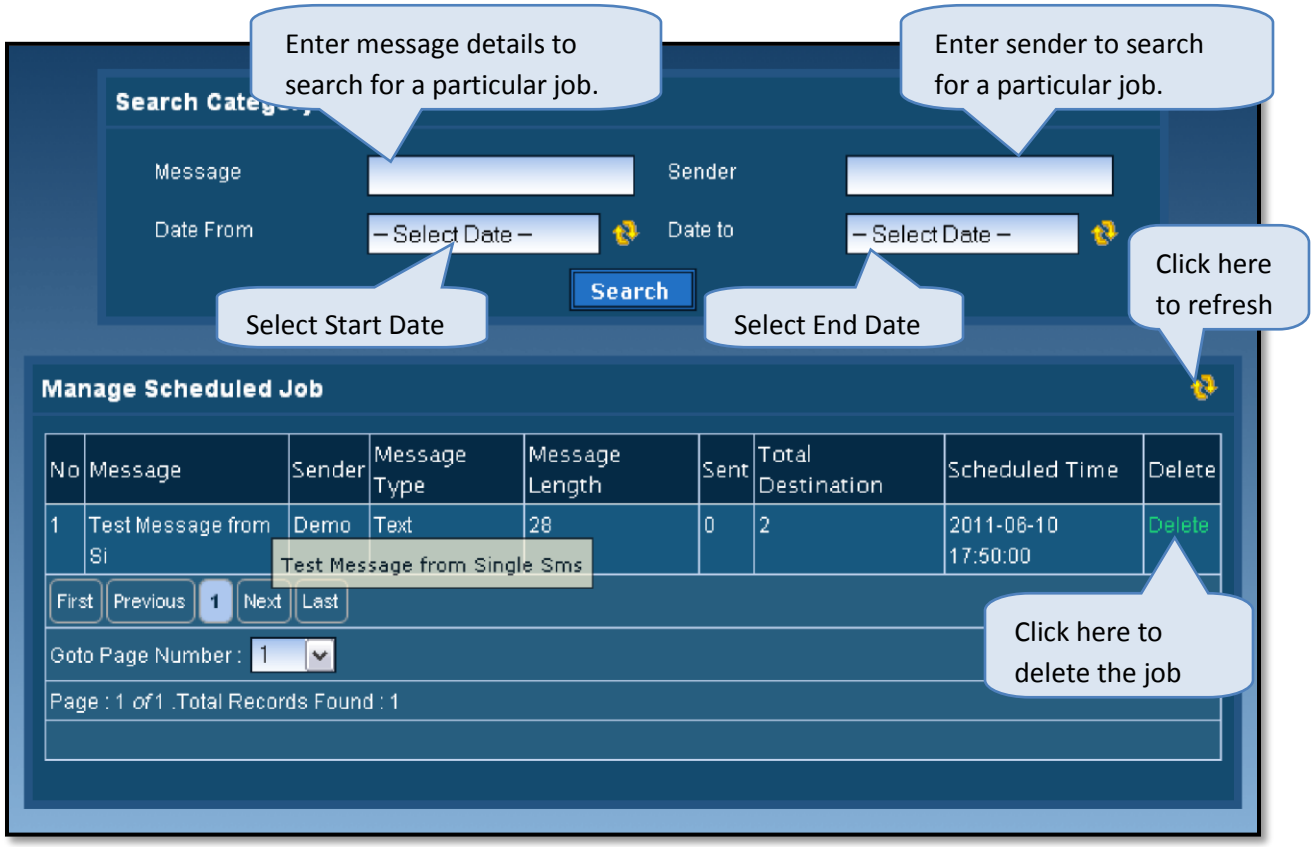
Job Management option displays details of the jobs uploaded by the user from Send Sms. Along with other information it displays status of the uploaded jobs.

Status can be any one of the following:

1) Waiting: Job is ready for execution.
2) In Process: Message sending is in progress.
3) Partially Completed: Indicates partial completion of Job.

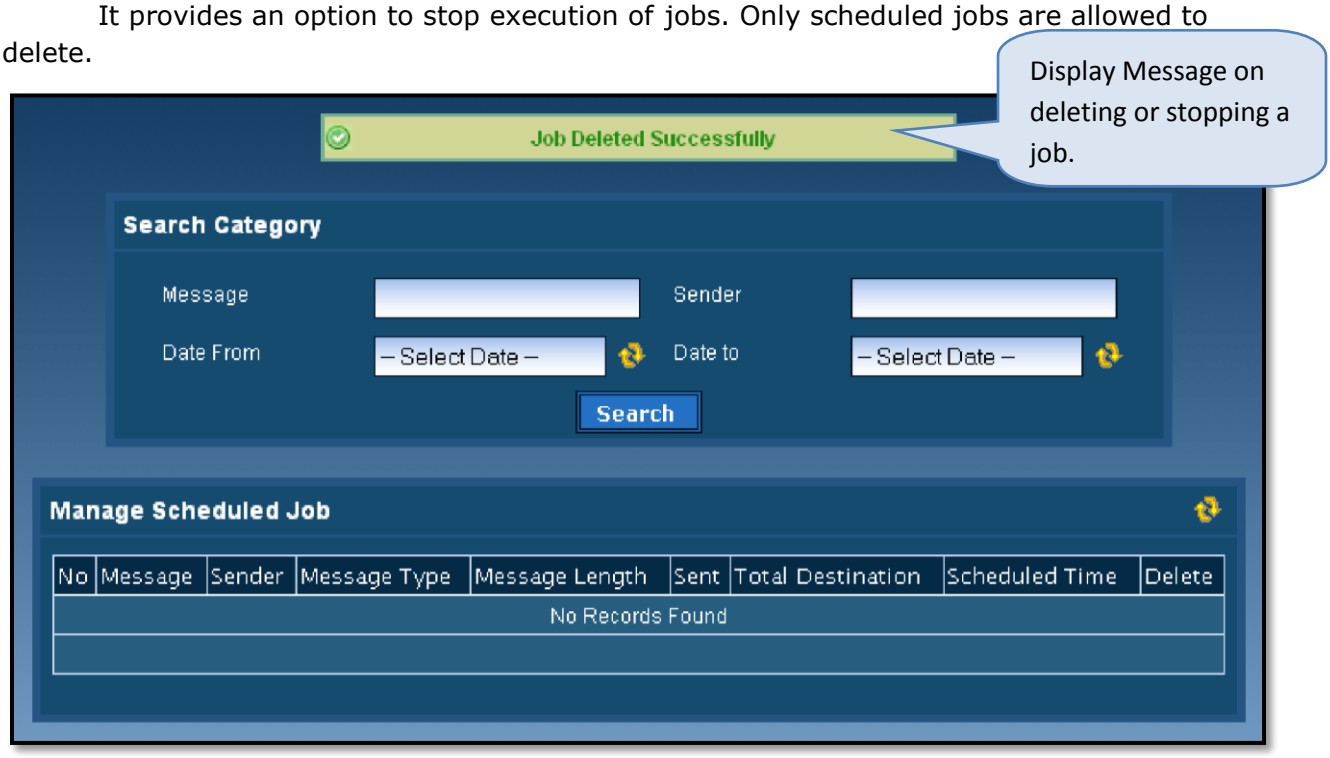
Copyright © 2014 USHMID.com All Right Reserved.

4) Scheduled: Indicates job is scheduled for execution.



Copyright © 2014 USHMID.com All Right Reserved.

It provides an option to stop execution of jobs. Only scheduled jobs are allowed to delete.



ADDRESS BOOK

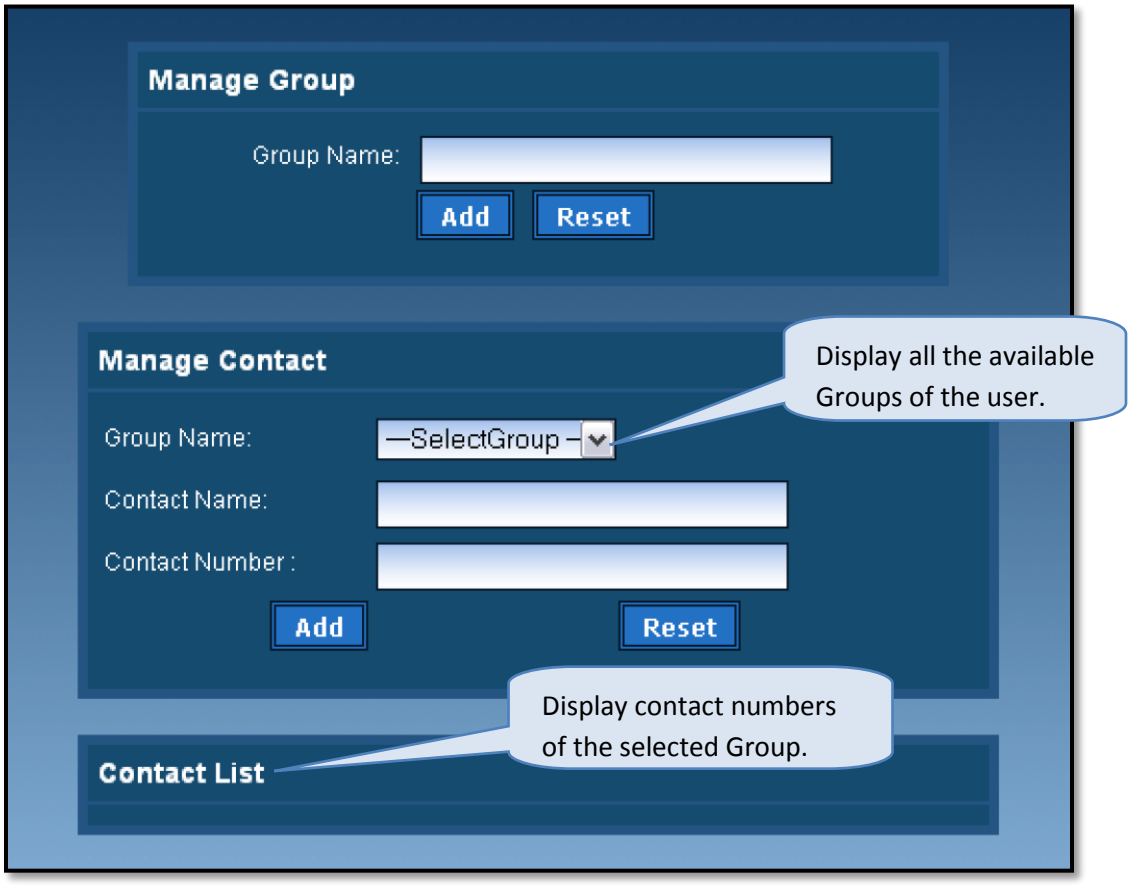
Address Book provides facility to save mobile numbers including country code. User can add, edit or delete mobile numbers saved in 'Groups'. User can add or delete mobile numbers saved in 'Distribution List'.

Group Management:

Using Groups, user can store mobile number including country code along with name. Duplicate mobile numbers including country code within a group are not allowed.

Copyright © 2014 USHMID.com All Right Reserved.

USHMID SMS CLIENT USER MANUAL



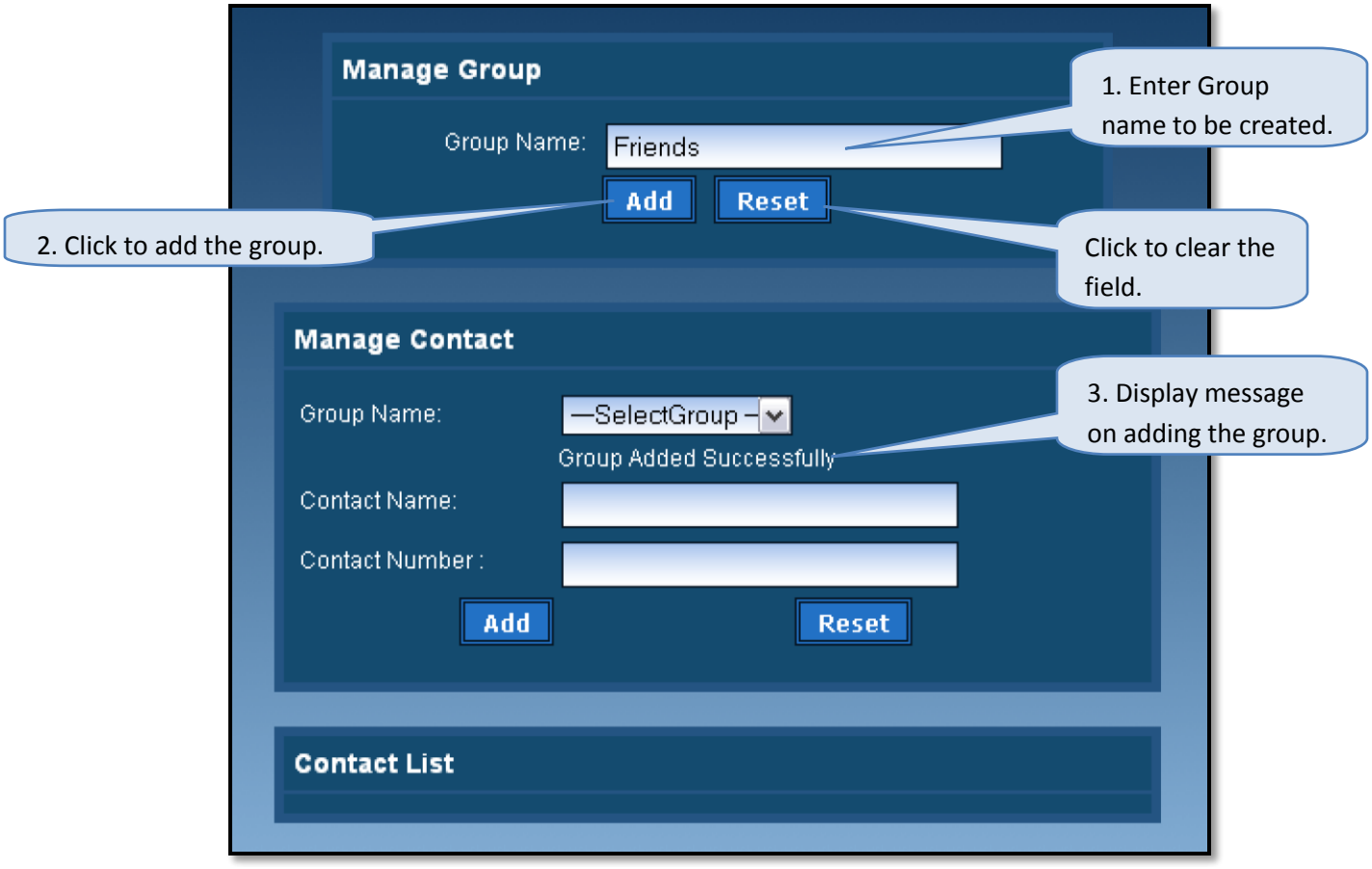
Add Group:

This section explains the process for creating a group.

Steps to add group:

1. Enter the name of the group which is to be created e.g. Office, Customers etc.
2. Click the 'Add' Button to save the name for the group.

Copyright © 2014 USHMID.com All Right Reserved.



3. 'Manage Contact' section will display success or error message.

Modify and Delete Group:

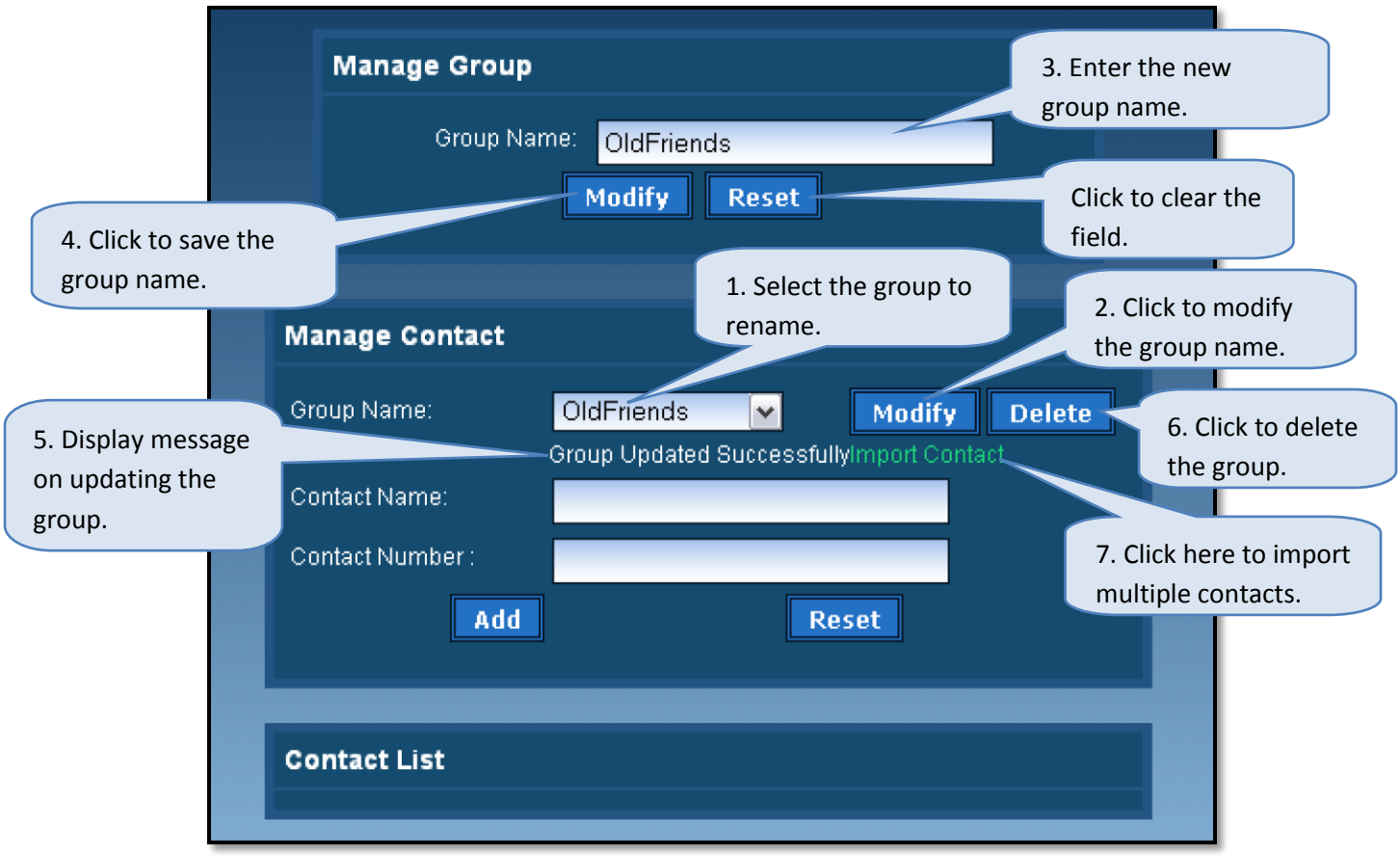
This section explains the process for renaming and deleting a group.

Steps to add group:

1. Select the Group name from the drop-down box which has to be renamed or removed.
2. Click the 'Modify' Button to rename the selected group.
3. Enter the new group name.
4. Click the 'Modify' Button to save the modified name for the group.
5. 'Manage Contact' section will display success or error message.
6. To remove the selected group click 'Delete' Button and then click 'Yes' to confirm deleting the group.

Copyright © 2014 USHMID.com All Right Reserved.

7. To import contacts to the selected group click 'Import Contacts' this is explained in the next section.



Import Contacts:

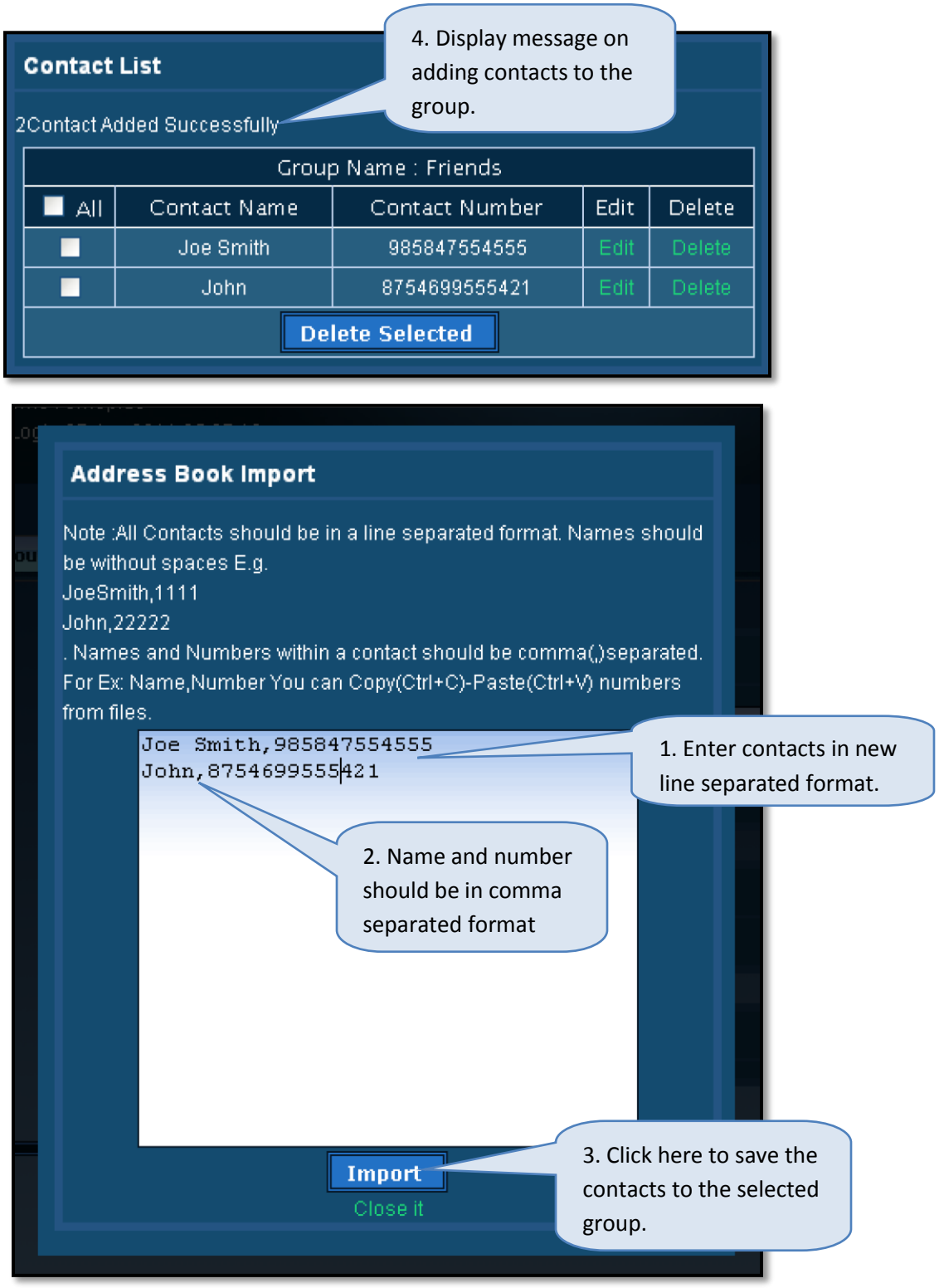
This section will explain the process for importing multiple contacts. If mobile number already exists in a group while importing contacts then duplicate entry will be removed i.e. duplicate contact will be added only once in that group.

Steps to import contacts:

1. Enter the name and mobile number in a new line separated format.
2. Name and mobile number pair should be in comma-separated format.
3. Click 'Import' Button to save the contacts to the selected group.
4. 'Contact List' section will display success or error message.

Copyright © 2014 USHMID.com All Right Reserved.

USHMID SMS CLIENT USER MANUAL



Copyright © 2014 USHMID.com All Right Reserved.

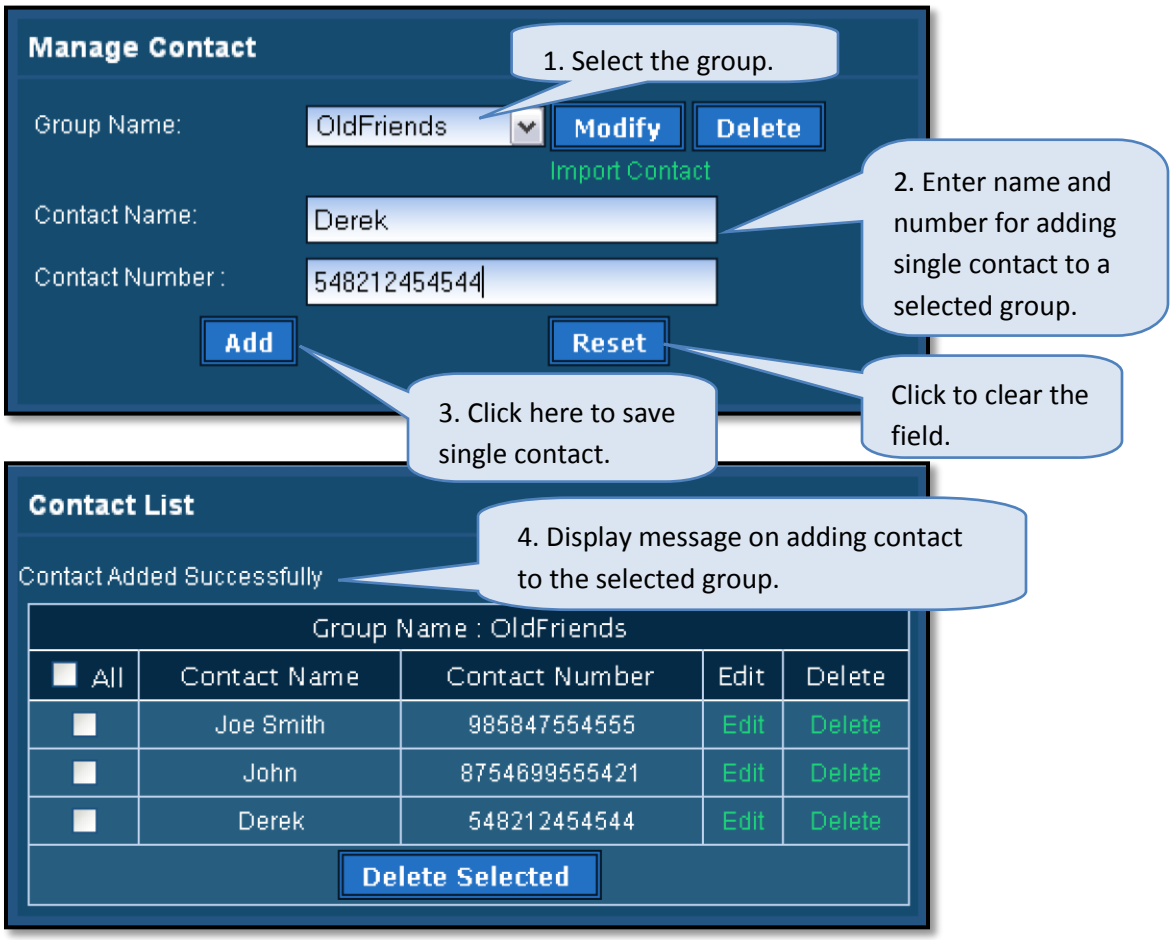
USHMID SMS CLIENT USER MANUAL

Add Single Contact:

This section will explain the process for adding single contact. Existing mobile number will not be allowed to be saved in the same group.

Steps to import contacts:

1. Select the group name in which contact has to be added.
2. Enter the name and mobile number for adding single contact.
3. Click 'Add' Button to save the contacts to the selected group.
4. 'Contact List' section will display success or error message.



Edit Contact:

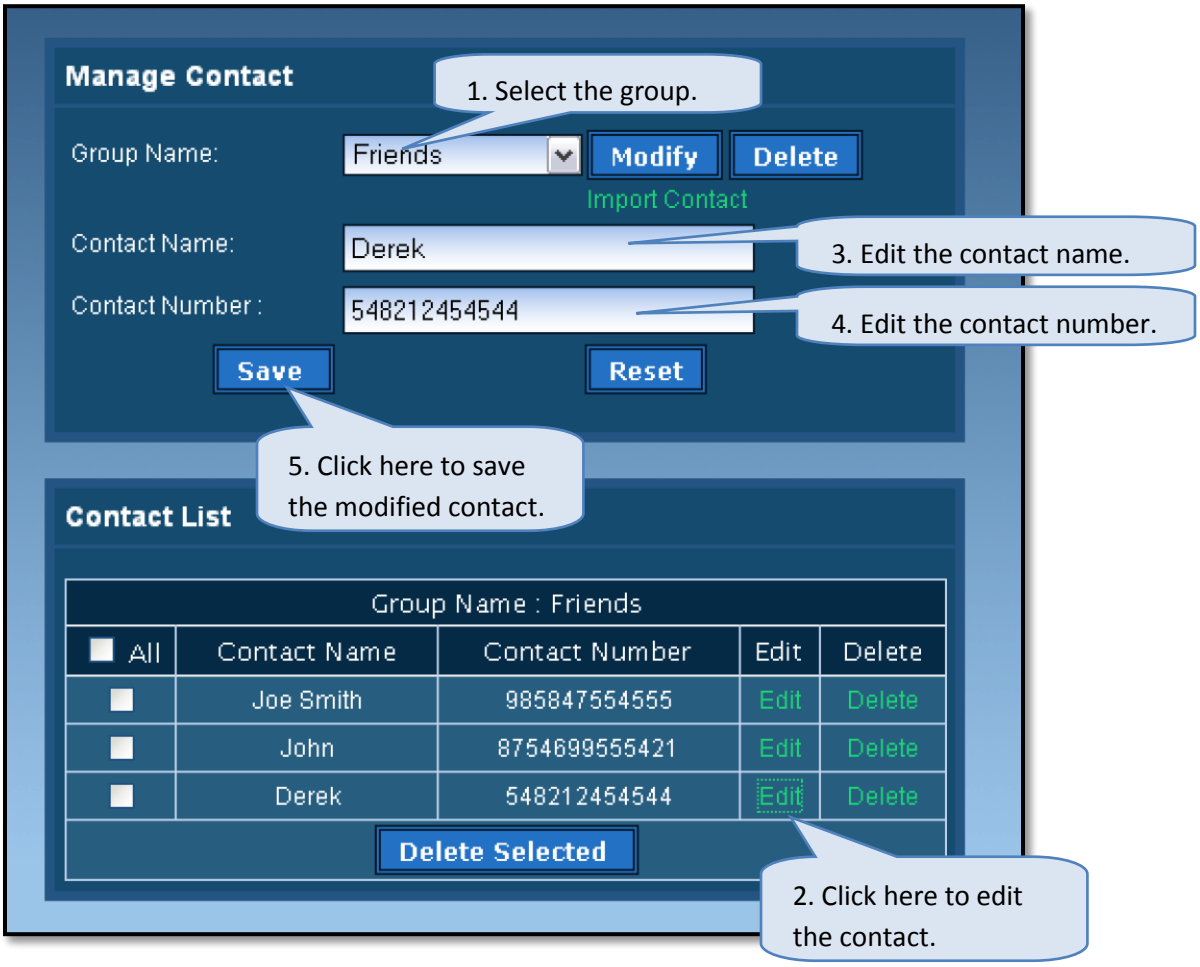
This section will explain the process for editing contact of the selected group.

Steps to editing contacts:

1. Select the group name in which contact has to be changed.
2. Select the contact by clicking the 'Edit' link beside the contact.
3. Edit the contact name.
4. Edit the contact mobile number.
5. Click 'Save' Button to save the modified contact.

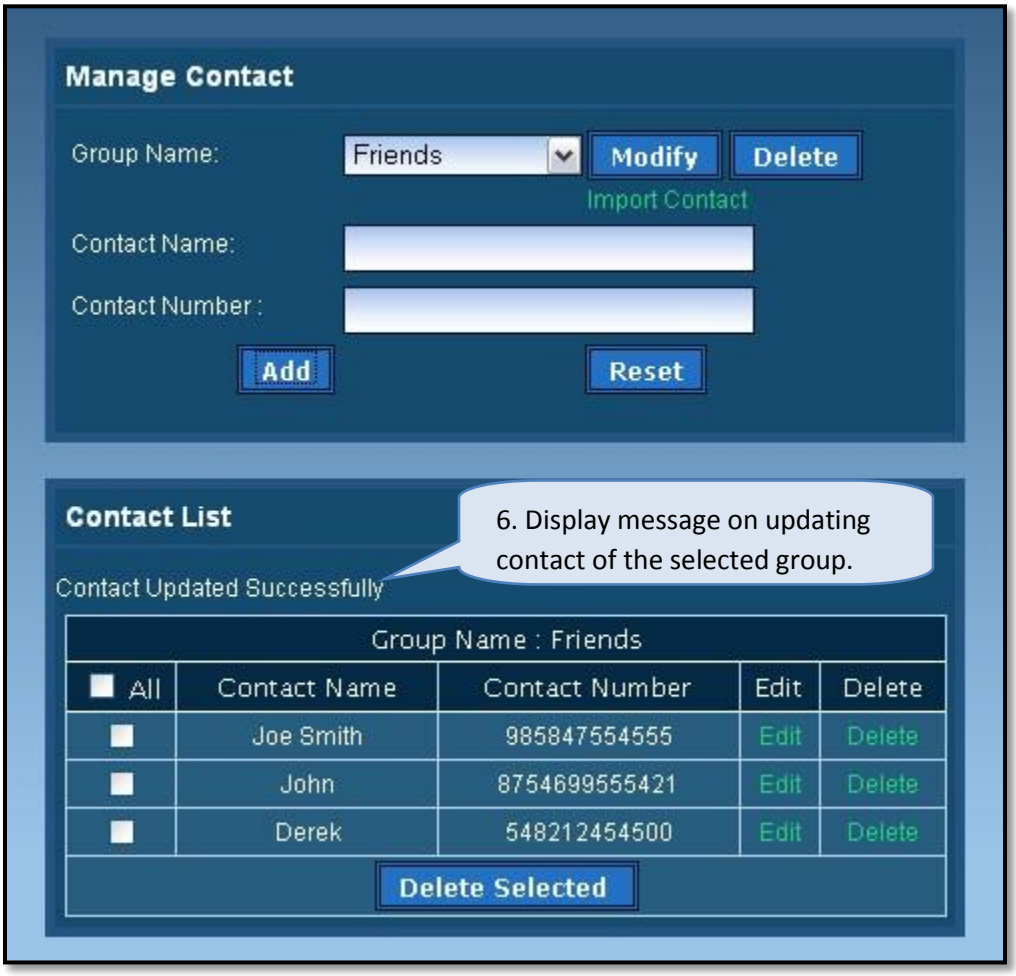
Copyright © 2014 USHMID.com All Right Reserved.

6. 'Contact List' section will display the success or error message.



Copyright © 2014 USHMID.com All Right Reserved.

USHMID SMS CLIENT USER MANUAL



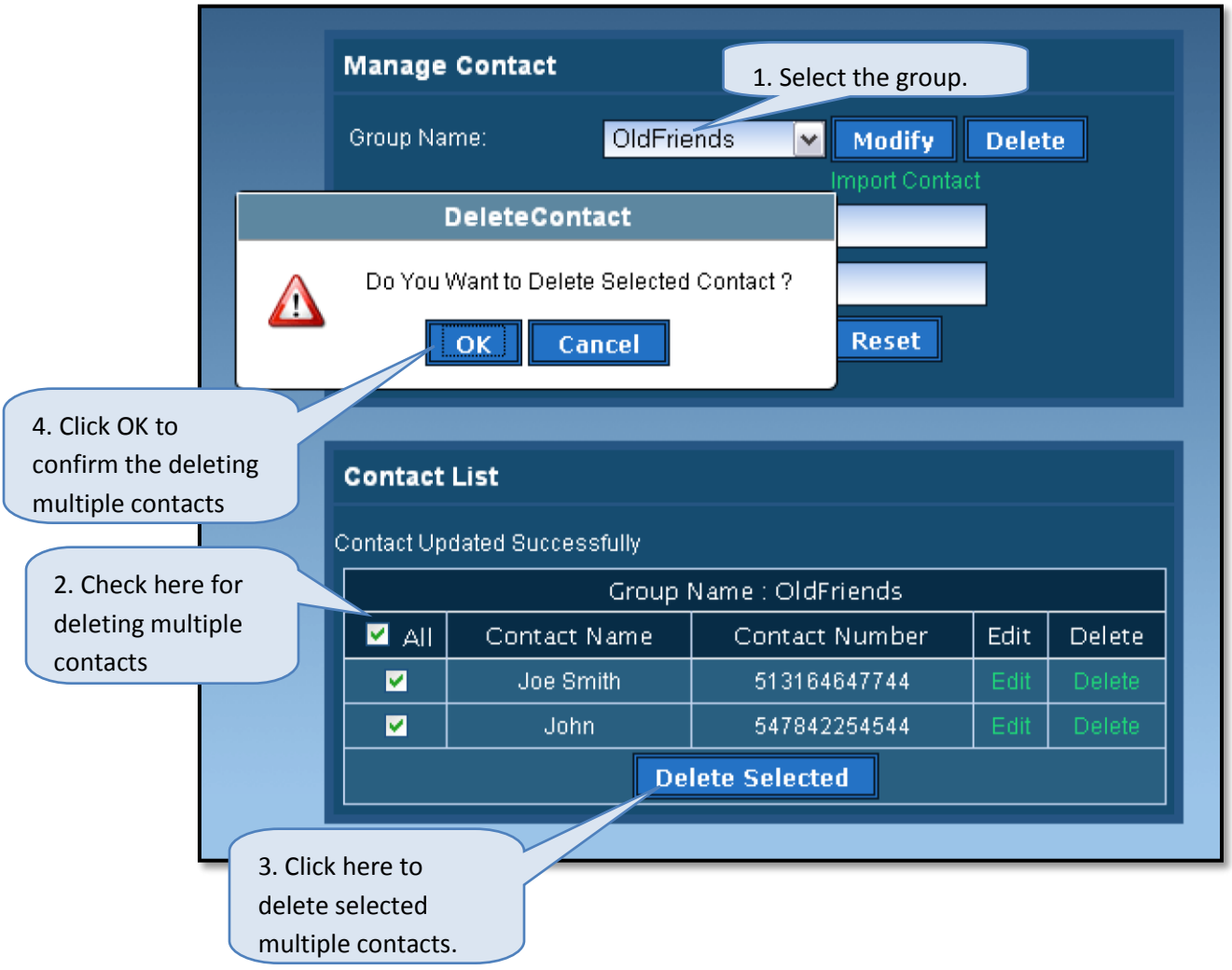
Delete Multiple Contacts:

This section will explain the process for deleting multiple contacts.

Steps to deleting contacts:

7. Select the group name in which contact has to be deleted.
8. Select the contacts by clicking the checkbox beside the contacts. If all the contacts has to be deleted then click on the 'All' checkbox.
9. Click 'Delete Selected' Button to delete the selected contacts of the group.

Copyright © 2014 USHMID.com All Right Reserved.



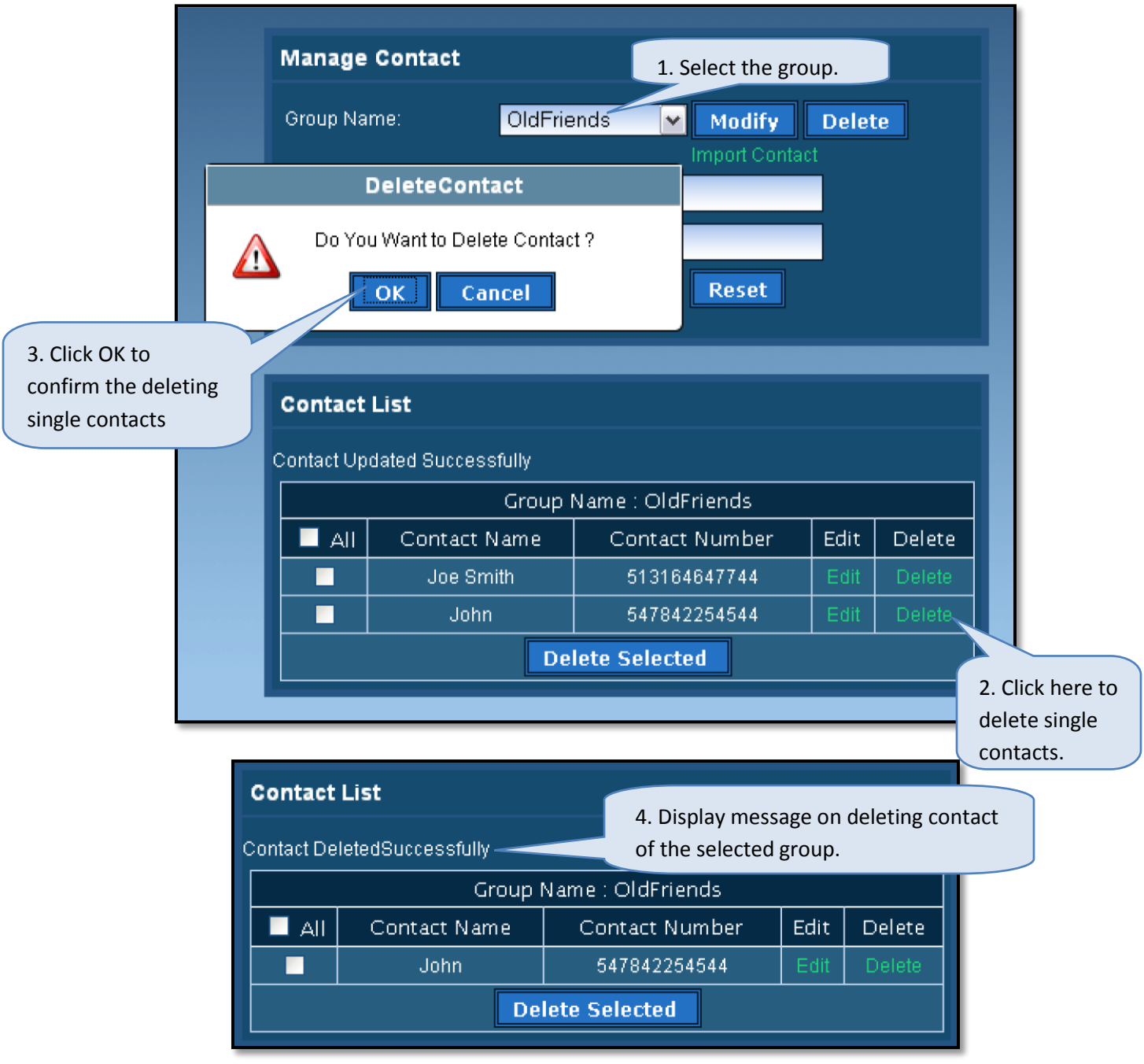
10. Click 'OK' on the Delete Contact confirmation box.

Delete Single Contacts:

This section will explain the process for deleting single contact. Steps to deleting contact:

1. Select the group name in which contact has to be deleted.
2. Click the 'Delete' Link beside the contact to be deleted.
3. Click 'OK' on the Delete Contact confirmation box.

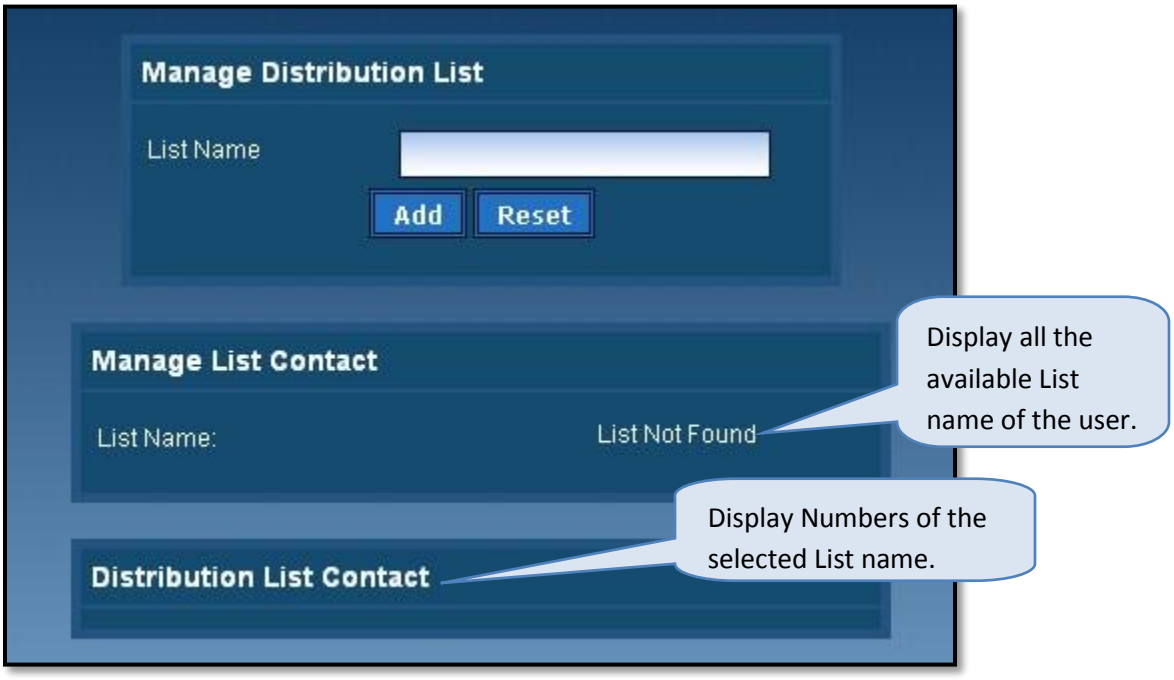
Copyright © 2014 USHMID.com All Right Reserved.



4. 'Contact List' section will display success or error message.

Distribution List: Using Distribution List mobile numbers including country code are only stored.

Copyright © 2014 USHMID.com All Right Reserved.



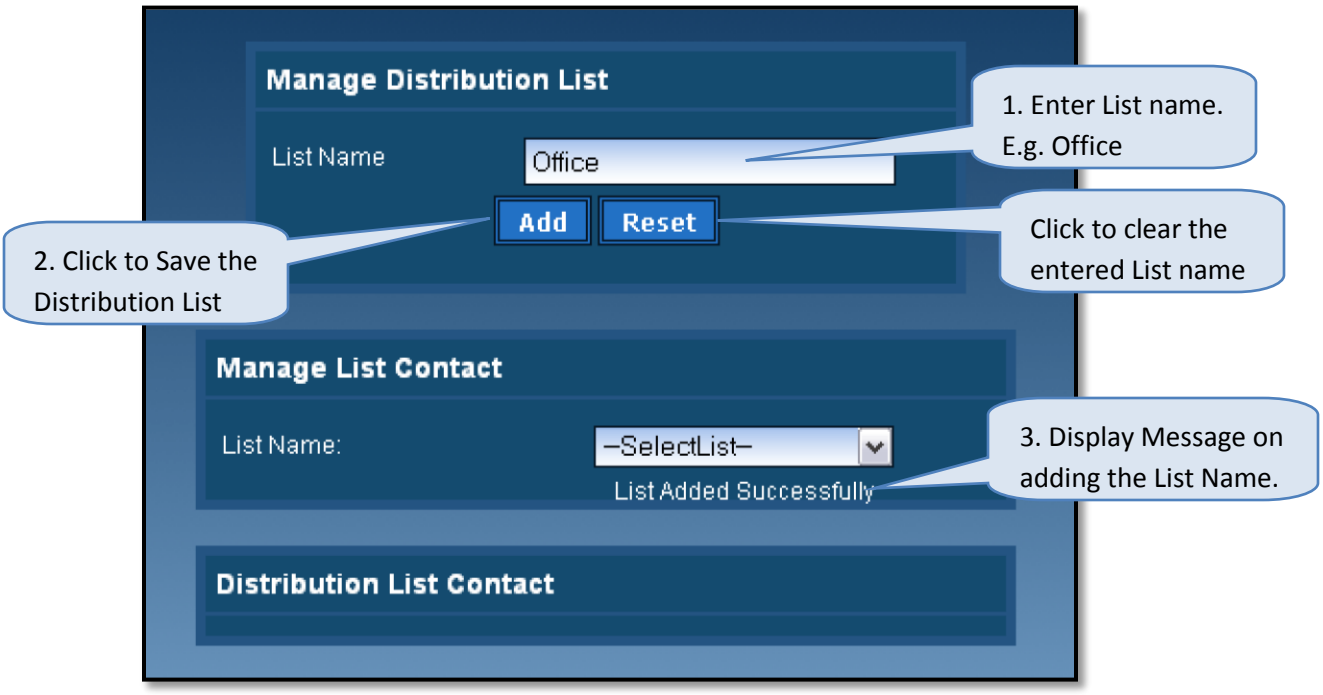
Add Distribution List:

This section explains the process for creating a distribution list.

Steps to add group:

1. Enter the name of the distribution list which is to be created e.g. Clients, Friends etc.
2. Click the 'Add' Button to save the name for the distribution list.
3. 'Manage List Contact' section will display success or error message.

Copyright © 2014 USHMID.com All Right Reserved.



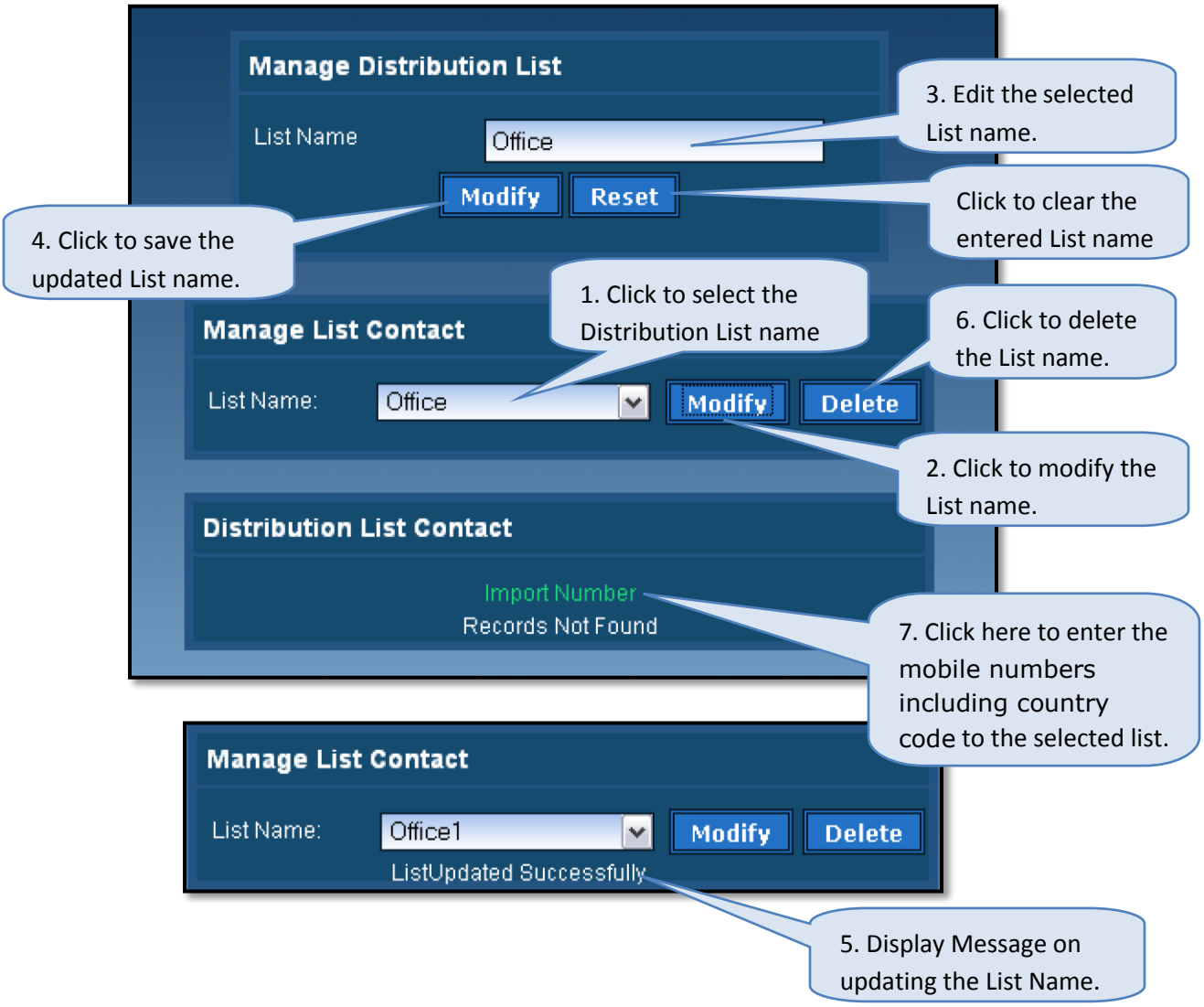
Modify and Delete Distribution List:

This section explains the process for renaming and deleting a distribution list.

Steps to add group:

1. Select the distribution list name from the drop-down box which has to be renamed or removed.
2. Click the 'Modify' Button to rename the selected distribution list.
3. Enter the new distribution list name.
4. Click the 'Modify' Button to save the modified name for the distribution list.
5. 'Manage List Contact' section will display success or error message.
6. To remove the selected distribution list click 'Delete' Button and then click 'Yes' to confirm deleting the group.
7. To import mobile numbers including country code to the selected distribution list click 'Import Number' this is explained in the next section.

Copyright © 2014 USHMID.com All Right Reserved.



Importing Mobile Numbers:

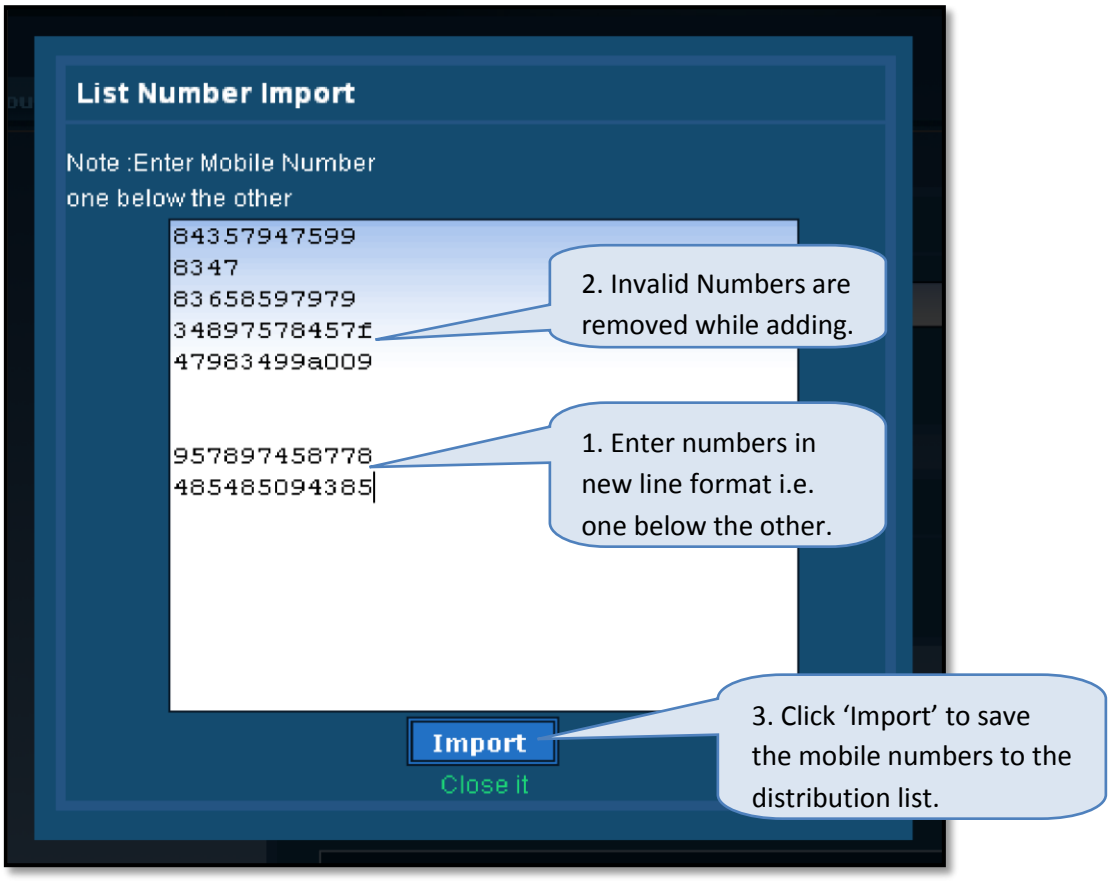
This section will explain the process for importing multiple mobile numbers including country code to selected distribution list. If mobile number already exists in the selected distribution list while importing mobile numbers then duplicate entry will be removed i.e. duplicate mobile number will be added only once in that distribution list.

Invalid mobile numbers will not be saved in the distribution list.

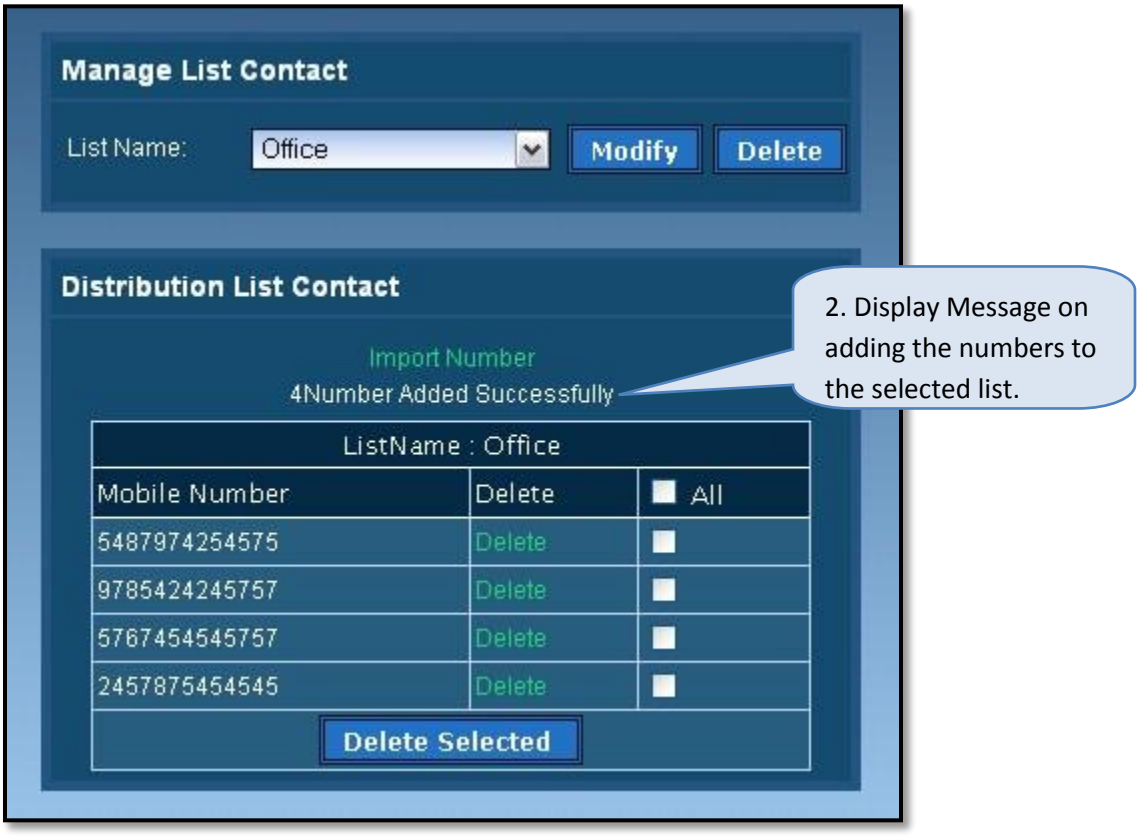
Steps to import contacts:

1. Enter the mobile number in a new line separated format.
2. Invalid mobile number will be removed while importing to the distribution list.
3. Click 'Import' Button to save the mobile numbers to the selected distribution list.
4. 'Distribution List Contact' section will display success or error message.

Copyright © 2014 USHMID.com All Right Reserved.



Copyright © 2014 USHMID.com All Right Reserved.



Delete Multiple Mobile Numbers:

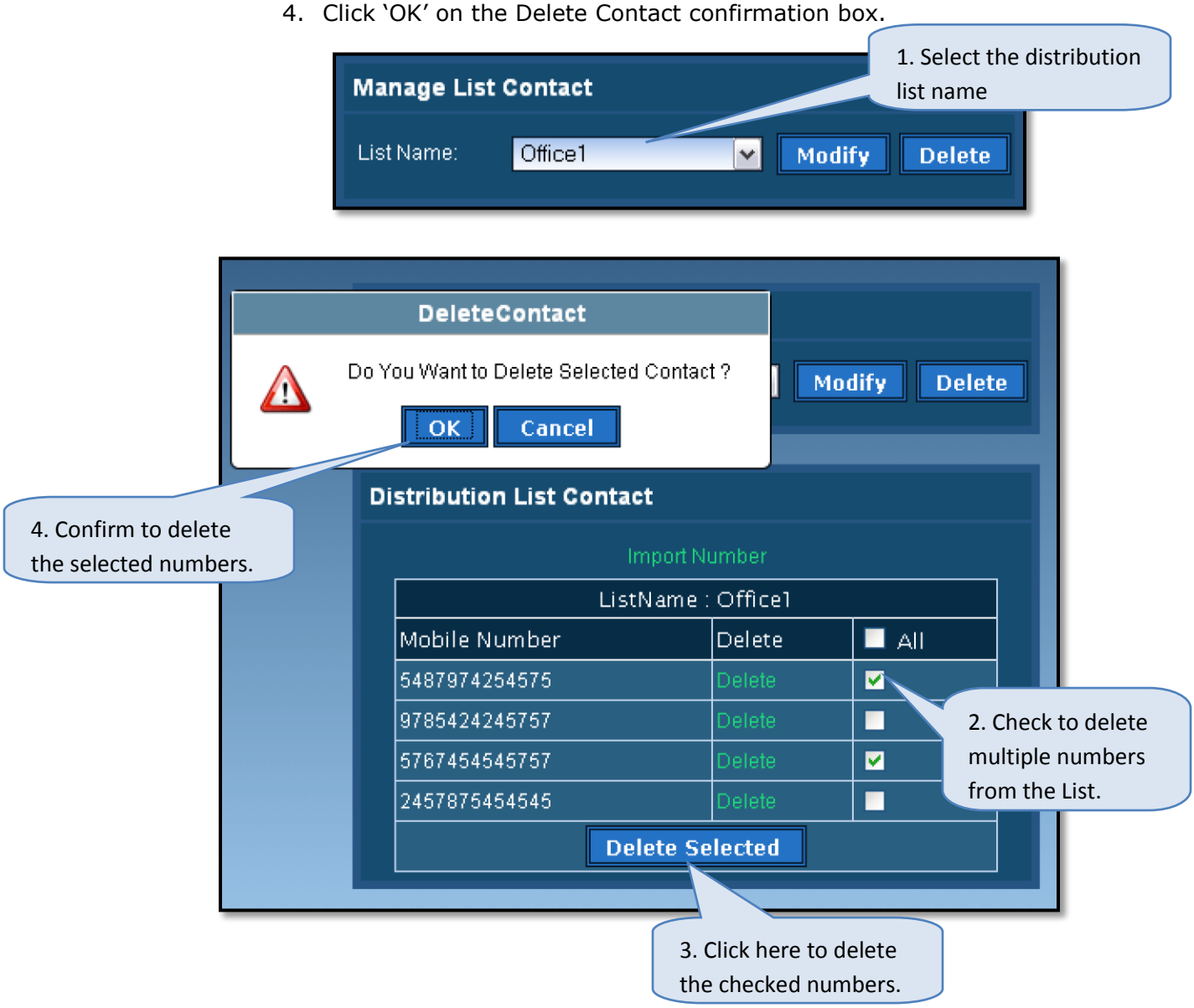
This section will explain the process for deleting multiple mobile numbers including country code in the selected distribution list.

Steps to deleting contacts:

1. Select the distribution list name in which contact has to be deleted.
2. Select the contacts by clicking the checkbox beside the mobile numbers. If all the contacts has to be deleted then click on the 'All' checkbox.

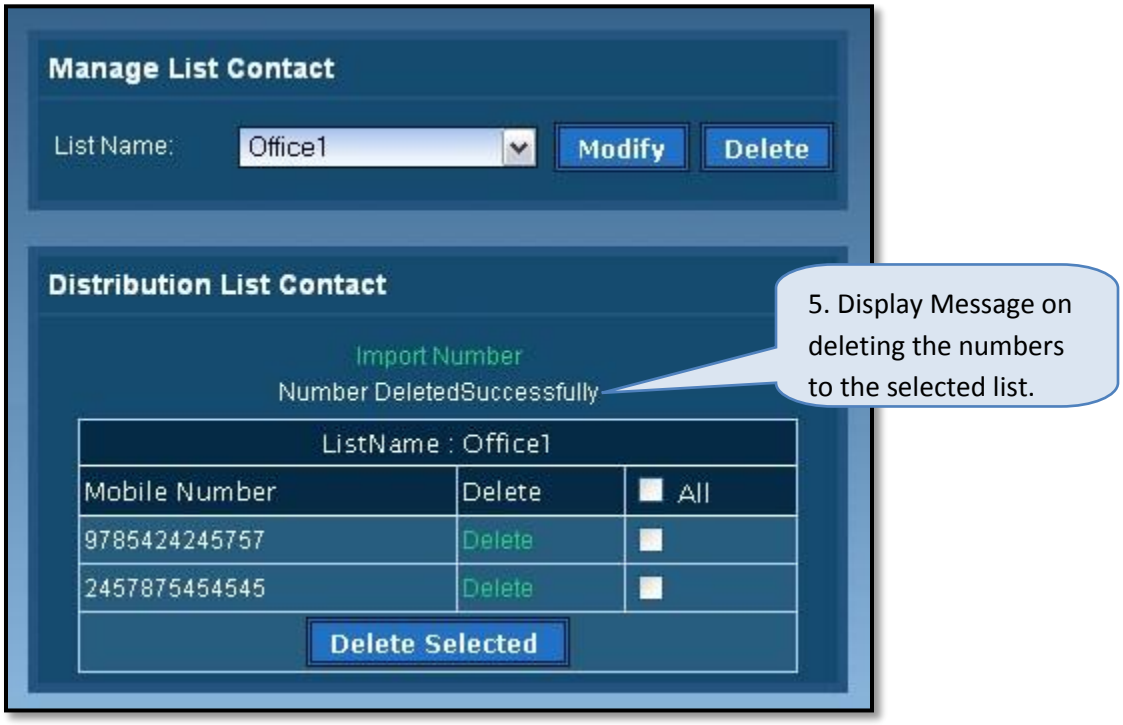
Copyright © 2014 USHMID.com All Right Reserved.

4. Click 'OK' on the Delete Contact confirmation box.



3. Click 'Delete Selected' Button to delete the selected contacts of the group.

Copyright © 2014 USHMID.com All Right Reserved.



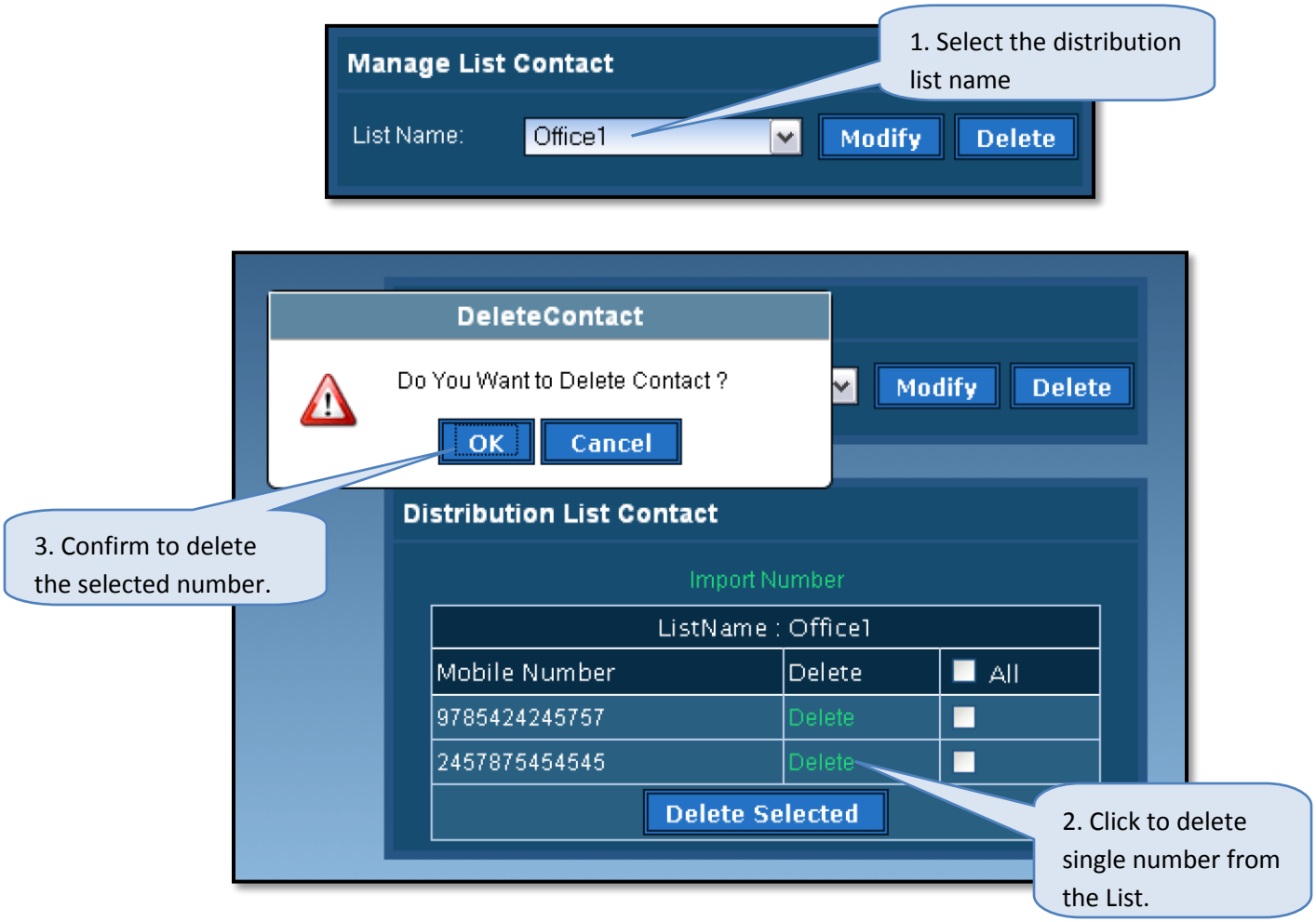
Delete Single Mobile Number:

This section will explain the process for deleting single mobile number. Steps to deleting mobile number:

1. Select the distribution list name in which mobile number has to be deleted.
2. Click the 'Delete' Link beside the mobile number to be deleted.

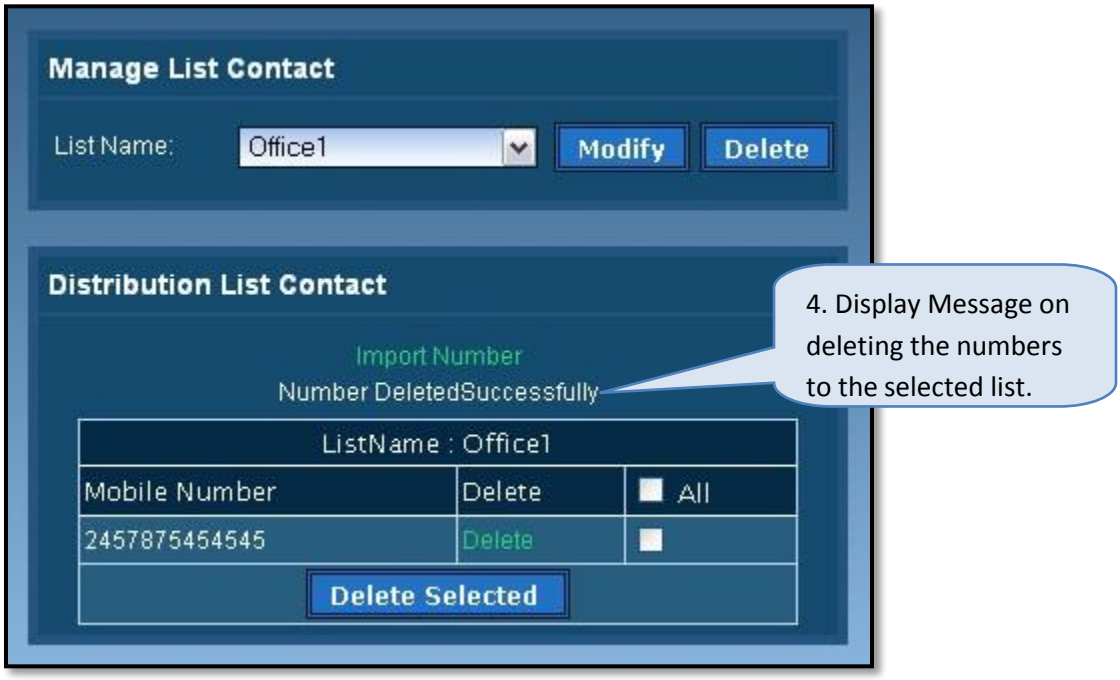
Copyright © 2014 USHMID.com All Right Reserved.

4. 'Distribution List Contact' section will display success or error message.



3. Click 'OK' on the Delete Contact confirmation box.

Copyright © 2014 USHMID.com All Right Reserved.



REPORTS

Reports enables user to view details of messages sent by User and delivery status of sent messages along with detailed credit usage and current day's statistics. Following reports are available for the users:

- Credit Details.
- Today's Stats.
- Sms Reports.
- Sms Summary.

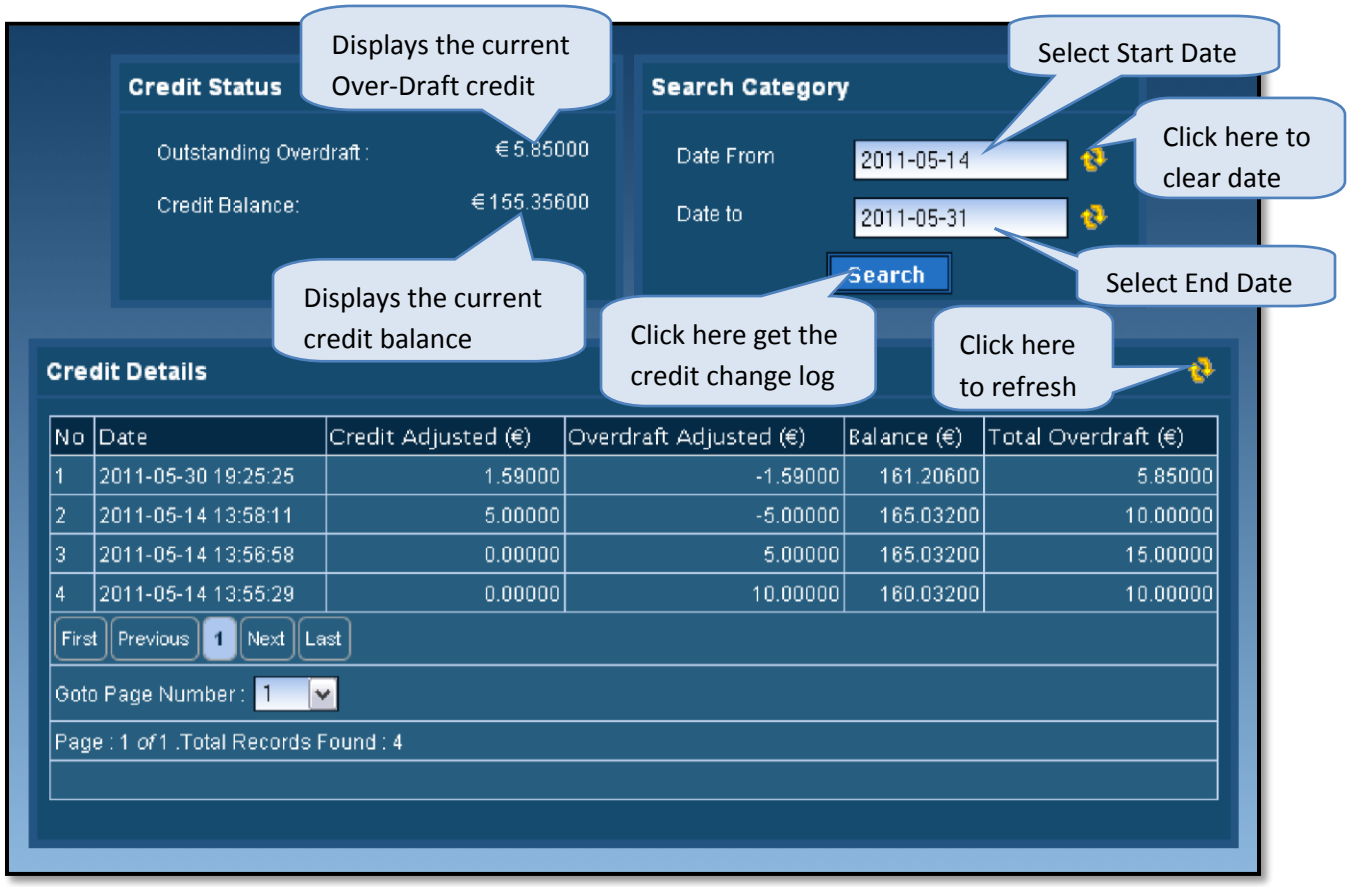
Credit Details:

Credit Detail report displays the current credit balance and the outstanding OverDraft. It also displays the credit change log for the selected time interval.

To get the credit change log details select the Start and End Date and then click

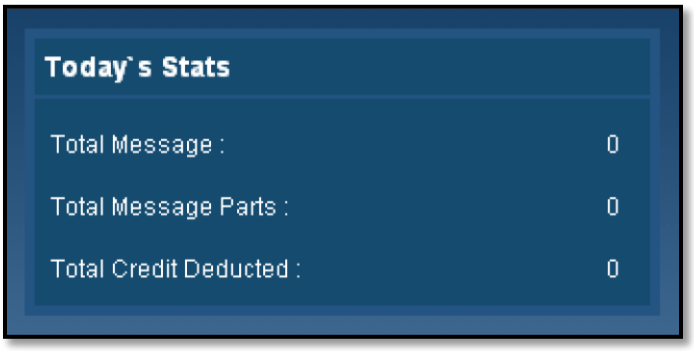
Copyright © 2014 USHMID.com All Right Reserved.

Search button


Displays the current Over-Draft credit
Select Start Date
Click here to clear date
Credit Status
Outstanding Overdraft : €5.85000
Credit Balance: €155.35600
Search Category
Date From 2011-05-14
Date to 2011-05-31
Search
Displays the current credit balance
Click here get the credit change log
Select End Date
Click here to refresh
Credit Details
No | Date | Credit Adjusted (€) | Overdraft Adjusted (€) | Balance (€) | Total Overdraft (€)
1 | 2011-05-30 19:25:25 | 1.59000 | -1.59000 | 161.20600 | 5.85000
2 | 2011-05-14 13:58:11 | 5.00000 | -5.00000 | 165.03200 | 10.00000
3 | 2011-05-14 13:56:58 | 0.00000 | 5.00000 | 165.03200 | 15.00000
4 | 2011-05-14 13:55:29 | 0.00000 | 10.00000 | 160.03200 | 10.00000
First Previous 1 Next Last
Goto Page Number : 1
Page : 1 of 1 .Total Records Found : 4

Today's Stats:

Today's Stats displays the current day sms sent count details as total message, total message parts and total credit deducted.

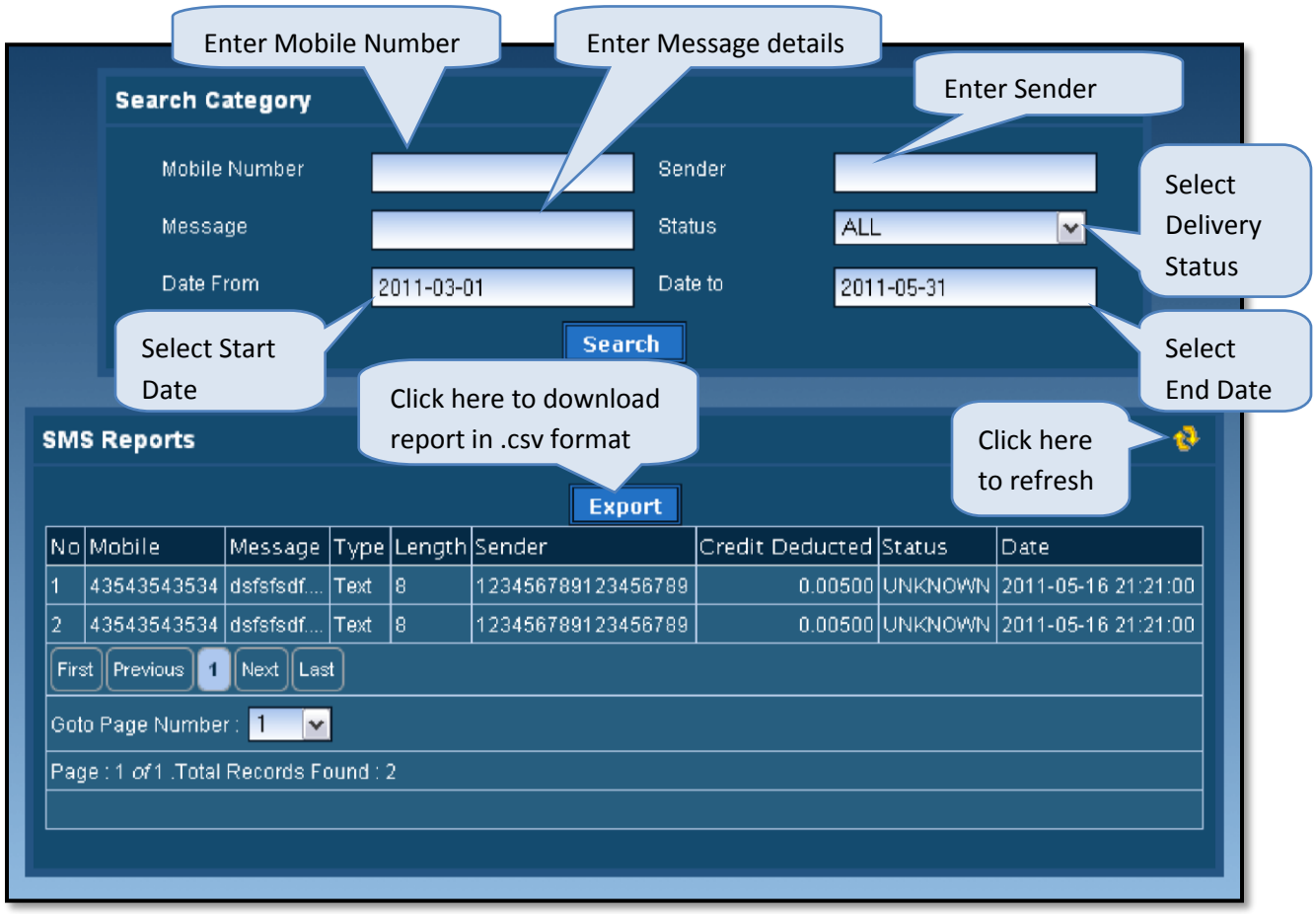


Copyright © 2014 USHMID.com All Right Reserved.

Sms Report:

Sms Report displays the detailed information of all sent sms and price charged along with delivery status for selected date range. User can search for a particular mobile number, sender or message details by adding search filters.

User can also export sms report in comma-separated value format (.csv).



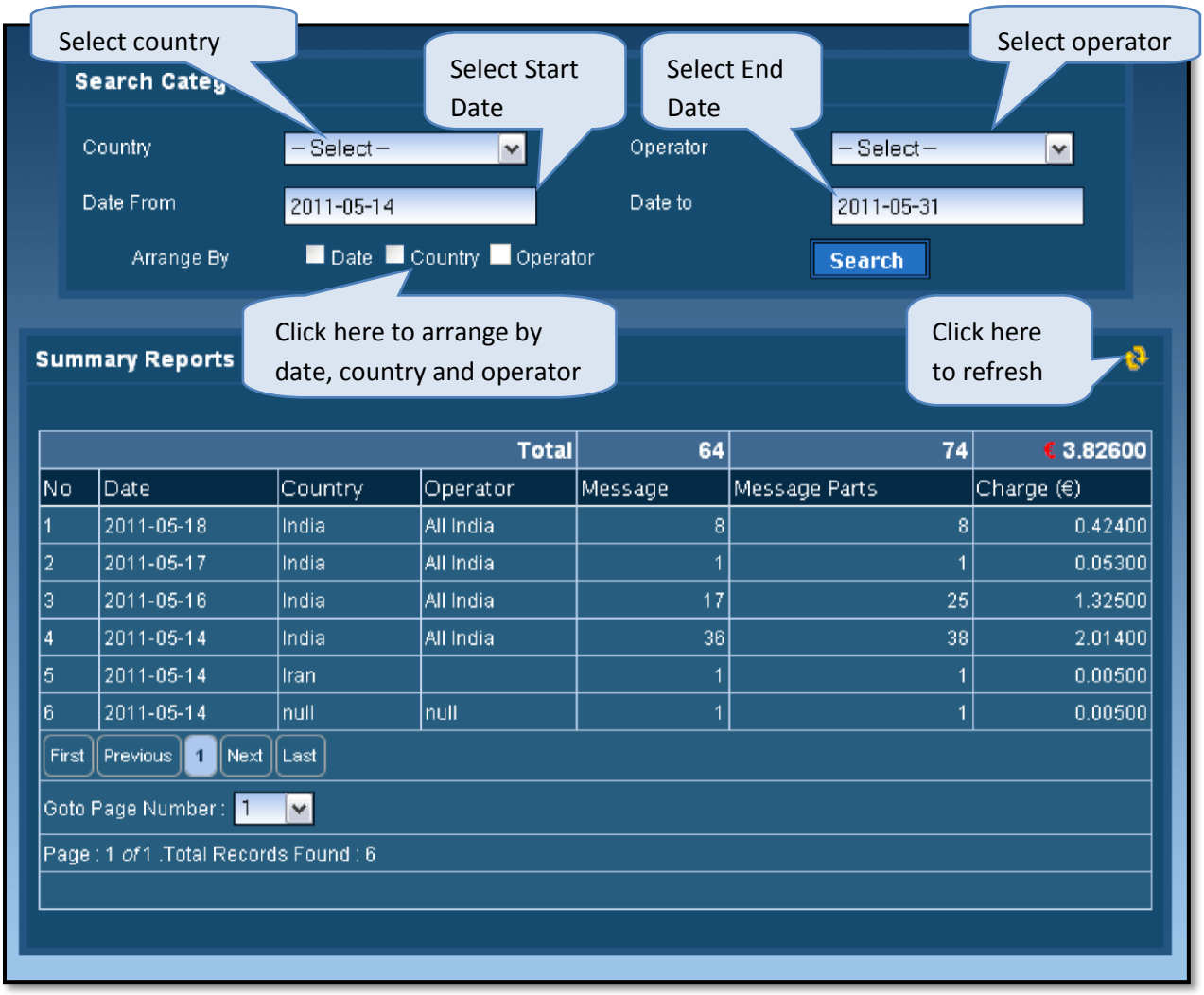
Sms Summary:

Sms Summary displays the date-wise sent sms count and total price charged along with country-operator details for selected date range.

User can also view summary for particular country and operator by selecting them

Copyright © 2014 USHMID.com All Right Reserved.

depending on user preference.



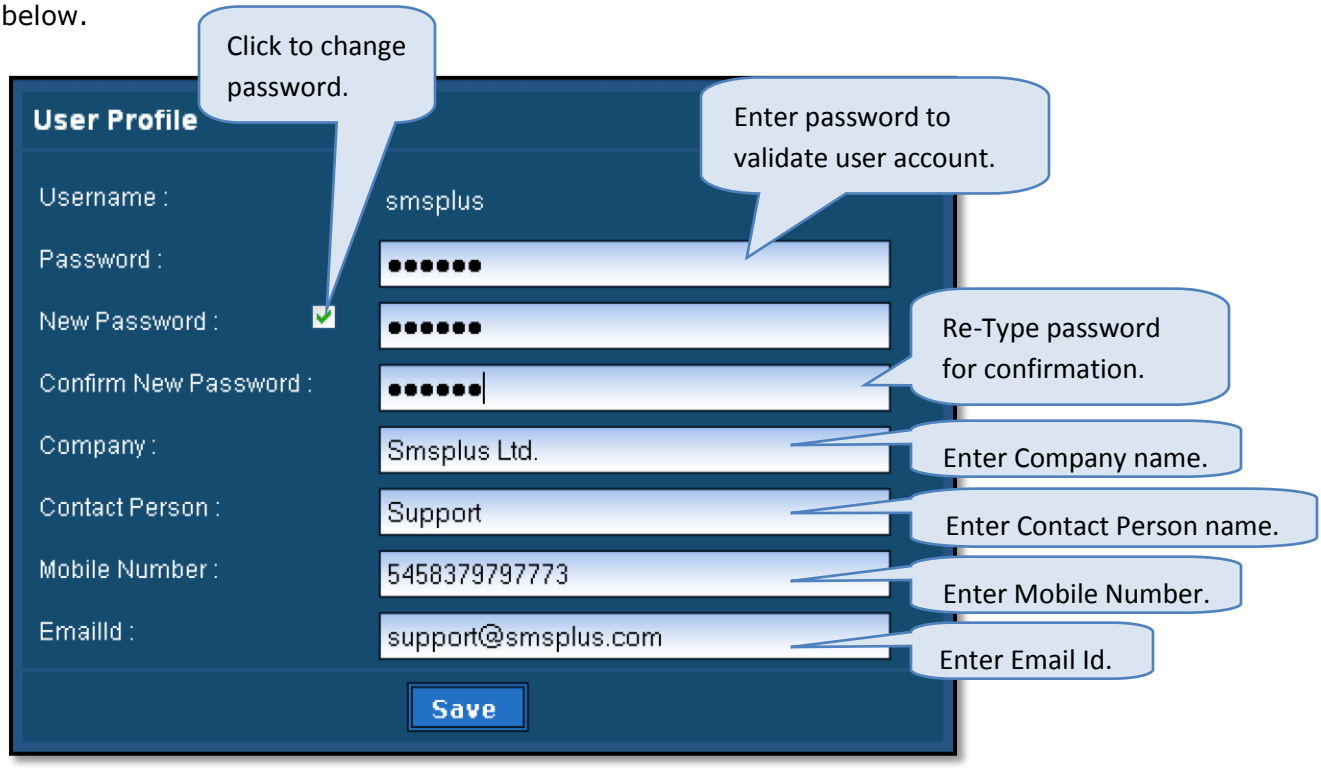
USER PROFILE

User Profile enables to modify user details like password, company, contact person, contact number and email id. All the details are mandatory.

Copyright © 2014 USHMID.com All Right Reserved.

USHMID SMS CLIENT USER MANUAL

To change password click the checkbox beside the new password field as shown below.



Description:

Explanation for the above fields is as follows:

- **Username:** This displays the username for the logged in user.
- **Password:** Enter password, required for validation of the user.
- **New Password:** If password has to be changed the click the checkbox and enter New Password.
- **Confirm New Password:** Re-type the new password to confirm new password.
- **Company:** Enter the company name.
- **Contact Person:** Enter the contact person name in the company.
- **Mobile Number:** Enter the mobile number for the contact person.

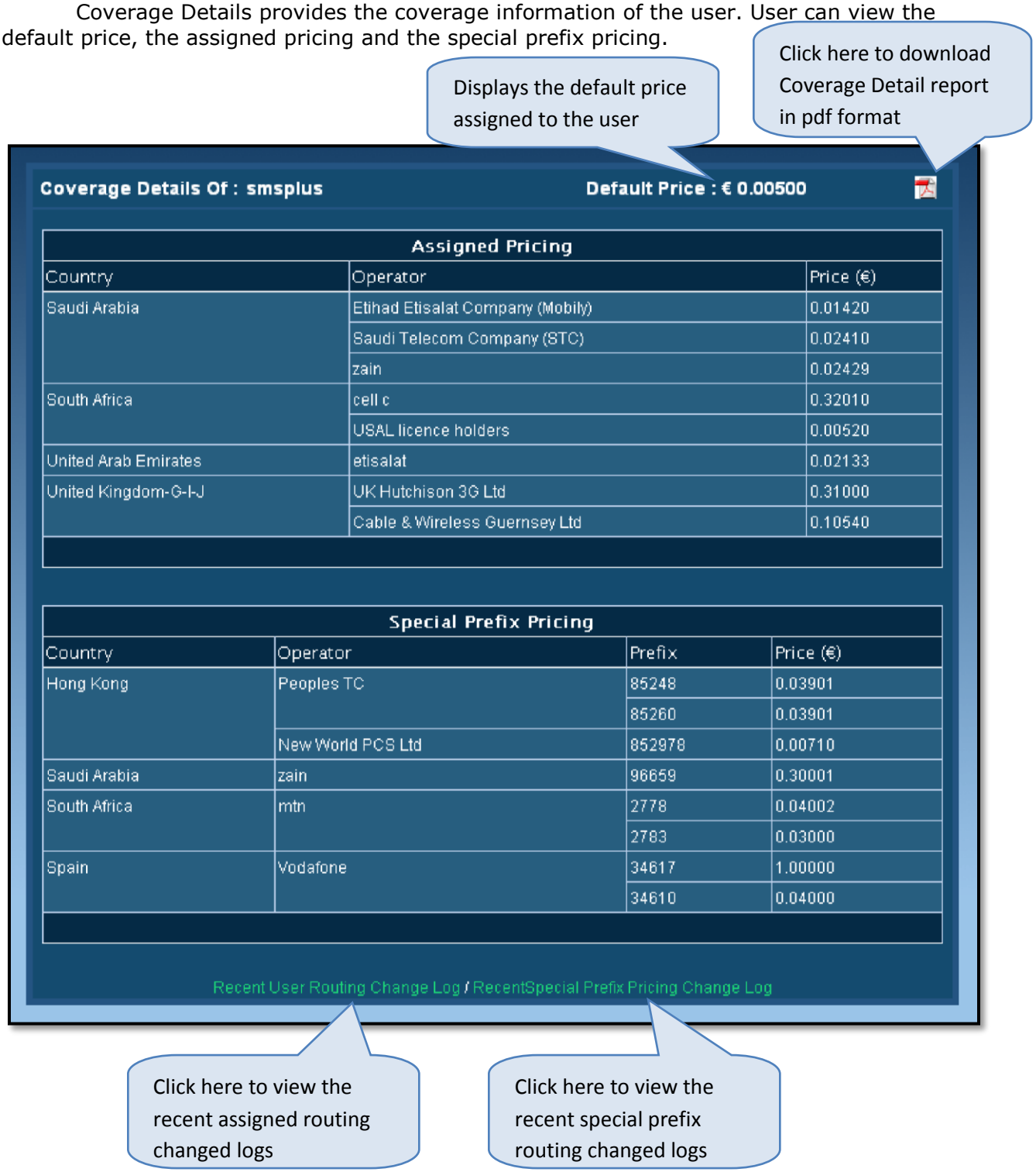
Email Id: Enter the valid email-id for the contact person or company.

COVERAGE DETAILS

Copyright © 2014 USHMID.com All Right Reserved.

USHMID SMS CLIENT USER MANUAL

Coverage Details provides the coverage information of the user. User can view the default price, the assigned pricing and the special prefix pricing.


Displays the default price assigned to the user
Click here to download Coverage Detail report in pdf format
Coverage Details Of : smsplus
Default Price : € 0.00500
Assigned Pricing
Country | Operator | Price (€)
Saudi Arabia | Etihad Etisalat Company (Mobily) | 0.01420
Saudi Arabia | Saudi Telecom Company (STC) | 0.02410
Saudi Arabia | zain | 0.02429
South Africa | cell c | 0.32010
South Africa | USAL licence holders | 0.00520
United Arab Emirates | etisalat | 0.02133
United Kingdom-G-I-J | UK Hutchison 3G Ltd | 0.31000
United Kingdom-G-I-J | Cable & Wireless Guernsey Ltd | 0.10540
Special Prefix Pricing
Country | Operator | Prefix | Price (€)
Hong Kong | Peoples TC | 85248 | 0.03901
Hong Kong | Peoples TC | 85260 | 0.03901
Hong Kong | New World PCS Ltd | 852978 | 0.00710
Saudi Arabia | zain | 96659 | 0.30001
South Africa | mtn | 2778 | 0.04002
South Africa | mtn | 2783 | 0.03000
Spain | Vodafone | 34617 | 1.00000
Spain | Vodafone | 34610 | 0.04000
Recent User Routing Change Log / RecentSpecial Prefix Pricing Change Log
Click here to view the recent assigned routing changed logs
Click here to view the recent special prefix routing changed logs

User can also view the last seven days routing changed logs and special prefix pricing changed logs.

Copyright © 2014 USHMID.com All Right Reserved.

Recent User Routing Change Log / RecentSpecial Prefix Pricing Change Log

Routing Change Log

Country	Operator	Old Price (€)	New Price (€)	Status	Date
South Africa	vodacom	0.10190	0.10190	UPDATED	2011-06-08 11:47:56
United Kingdom-G-I-J	T-Mobile (UK) Ltd	0.12020	0.12020	DELETED	2011-06-08 11:47:47
	UK O2 LTD(BT)	0.04540	0.04540	UPDATED	2011-06-08 11:47:47
	UK Orange	0.02150	0.02150	DELETED	2011-06-08 11:47:47

Recent User Routing Change Log / RecentSpecial Prefix Pricing Change Log

Master Routing Change Log

Country	Operator	Old Price (€)	New Price (€)	Status	Date
Spain	Vodafone	0.03906	0.03906	UPDATED	2011-06-08 11:48:18
		0.03919	0.03919	DELETED	2011-06-08 11:48:18

ADDITIONAL FEATURES

Language Selector:

On login screen user can select any one of the available language, so that till the time user is using the application, user will be able to see the application in that language.

Copyright © 2014 USHMID.com All Right Reserved.

Copyright

Copyright © 2014 USHMID.com All Right Reserved.

.

All Rights Reserved.
This product should not be Copied, Reproduced, Translated, or Reduced to any medium in whole or in part, without prior Permission from USHMID.com. All information and content in this document is accurate and complete.
For more information on specific products and technical support please contact.

USHMID.com
Ghana / Head Office – Cape Coast
P.O.BOX. CC - 299
Cape Coast.
Phone: +233 (0) 541939936
E-mail: info@ushmid.com
Website: www.ushmid.com